



SARK SCHOOL

Policy reviewed: March 2024.

## **Safeguarding Policy**

### **Designated Safeguarding Lead, Mr Simon Smith**

This policy should be read alongside the Island Safeguarding Policy-Sark 2018 (available on School Website).

Sark School fully recognises its responsibilities for child protection and safeguarding and we ensure that parents/carers have an understanding of this by making this policy available to parents if they request it. Our policy applies to all staff, and volunteers working in the school as well as members of the Board of Education, the Education Committee and the Director of Education.

The Designated Safeguarding Lead (DSL) receives appropriate training and support for this role and will access safeguarding training at least annually. Currently the DSL is Simon Smith. In addition to this all staff will undertake safeguarding training at the start of their role and receive regular updates through CPD and staff meetings.

There are six main elements to our policy:

### **Raising awareness of child protection issues with staff and equipping children with skills needed to keep them safe.**

We recognise that because of their day to day contact with children, the school staff are well placed to observe the outward signs of abuse. The school will therefore establish and maintain an environment where children feel secure, are encouraged to talk, and are listened to. We include opportunities in the PSHE and Sex Education curriculum for children to develop the skills and knowledge they need to recognise danger and stay safe from abuse. For the definitions of abuse and signs of, we use the recognised categories as defined by the Island Safeguarding Policy (Sark 2018) and the 2023 document Keeping Children Safe in Education. See:

[https://assets.publishing.service.gov.uk/media/64foa84da78c5f000dc6f3b4/Keeping\\_children\\_safe\\_in\\_education\\_2023\\_-\\_part\\_one.pdf](https://assets.publishing.service.gov.uk/media/64foa84da78c5f000dc6f3b4/Keeping_children_safe_in_education_2023_-_part_one.pdf)

We also acknowledge that certain categories of children are statistically more likely to be subject to abuse (girls, children with SEND or medical conditions, children of different ethnicity or cultural backgrounds) and train staff accordingly with the recognition that those categories of children may face additional barriers when either reporting or abuse being recognised (KCSIE 2023 paragraph 199). In addition to this, no child-on-child verbal abuse of difference is ever passed off as 'banter' and is treated with the seriousness it deserves. A culture of tolerance, celebration and acceptance of difference is supported and integrated into the curriculum. We also acknowledge that even if no reports of abuse surface, all members of staff need to be vigilant and keep a mindful curiosity as to the possibility that it still could exist unreported or unobserved.



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## **Ensuring that we practice safer recruitment by checking the suitability of anyone working with children.**

Safer Recruitment practices are always followed and every interview panel will have at least one member who has a current certificate in Safer Recruitment. We will check on the identity of candidates, follow up references with referees and scrutinise applications for gaps in employment. Safeguarding considerations are at the centre of each stage of the recruitment process.

The school will keep up to date the Single Central Record in line with DCSF guidance to ensure that identity checks have been carried out, that CRB checks have been completed as appropriate and the date recorded. Any required qualifications are also recorded alongside any professional registration details.

## **Training and supporting our staff to equip them to appropriately recognise, respond to and support children.**

All teaching staff are trained to at least level two safeguarding. Volunteers and members of the Board of Education and Education Committee trained to at least level one and have a clear understanding of their role in managing concerns.

All staff and volunteers understand their responsibilities by being alert to the signs of abuse and their need to refer any concerns to the DSL without delay. All members of staff will receive training annually and an attendance record kept at the school.

## **Implementing and reviewing regularly our procedures for identifying and reporting concerns**

Where there is a concern a 'Pink Form' should be completed and placed in the red Safeguarding Postbox located in the school entrance. ('Pink Forms' are available from a box beside the postbox). Only the ISL has access to this box and all forms will be treated with the strictest of confidence. The DSL is also alerted to any new concerns at the first possible opportunity, the responsibility of informing the DSL is of the person recording/reporting the concern.

If the DSL is unavailable, the Island Safeguarding Lead (Sharon Boerenbeker) can be contacted on 07781 105722 for any urgent concerns.

Records of concerns raised are kept electronically using the safeguarding software 'My Concern', which is used island wide by all DSLs and is centrally managed by the Island Safeguarding Officer (ISO). These records do not form part of the young person's education record. All paper records are kept securely in a locked cabinet within the school.

Where allegations of safeguarding matters are concerned with any member of staff or adult volunteers, be they regular or irregularly contracted (i.e. supply teachers, visitors) the procedure is the same- but with the caveat that the concern needs to be relayed to the DSL straight away to assess whether it is a low-level concern- that can then be dealt with further



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training, monitoring and follow up- or a more serious breach that may need immediate action. In the event of the DSL being the person under scrutiny, the message should be relayed to the Island Safeguarding Lead, Sharon Boerenbeker.

Any concern about any pupil or adult in or out of school can also at any time be relayed to the Island Safeguarding Lead- [safeguarding.officer@sarkgov.co.uk](mailto:safeguarding.officer@sarkgov.co.uk) though it is advised that the first point of contact, where possible- be the school DSL.

Concerns may also be raised in the Multi Agency Safeguarding Hub (MASH) meetings.

### **Supporting pupils who have been abused in accordance with his/her agreed child protection plan.**

We recognise that children who are abused or witness violence may find it difficult to develop a sense of self-worth. The school seeks to reduce the potential impact of this through the content of the curriculum and the school ethos which supports a positive, supportive and secure environment for young people and gives them a sense of being valued. Each child's CPP will be fully individual, agreed in collaboration with input from the child concerned and will support their needs and development.

Sark School may also liaise with other agencies that support the young person such as Children's Social Care, Child and Adolescent Mental Health (CAMHs). If a pupil who is the subject of a child protection plan leaves the school, their information is transferred to the new school immediately and that their social worker is informed. Child protection information will be transferred securely and separately from the child's education file. If the new school is unknown then the file will be sent to the relevant education office without delay.

### **Establishing a safe environment in which children can learn and develop.**

In creating a safe environment for children and young people the school has an anti-bullying policy which is published on the school website. This includes specific reference to cyber-bullying and the seriousness with which this is viewed, whether taking place in or out of school. Bullying reports are reviewed regularly to ensure effective action and positive outcomes. Processes for young people to report concerns or make complaints about others are well understood by both young people and staff. Children are also reminded that any concerns they have can be told to any adult within school and it will be acted upon. The means by which this should be done are well advertised and understood by all. Our E-policy is also followed, as referred to in the staff handbook. In brief- this covers data protection, usage of media and devices on site. Staff are not allowed personal devices in the presence of children. Our connected computers as used by staff and pupils are Uquibeti and DNS filtered. When children are using the internet for research or educational purposes, it is monitored by staff at all times.

Physical security within the school is carefully managed and monitored.