

# Testwood School

## Allegations against staff of abuse (Child Protection)

Key Responsibility area:	JP
Last Review:	March 2017
Next Review:	March 2018



(The detail of this policy is derived from the HCC Child Protection Implementation Pack Section 8 (See Annex 2) to be found at:

<http://www.hants.gov.uk/education/eps/child-protection/implementation-pack/contents.html>

\*Appendices follow on from policy

### A) Introduction

Testwood School Academy is fully committed to all measures to protect the children and young people in the School, by taking all reasonable measures to prevent potential abusers from having any access to the School, and to co-operating fully with all other agencies who are part of the child protection process in Hampshire.

The School will fully support staff and volunteers in this process, in ensuring that full training, guidance and support is provided to enable everyone to operate safely and appropriately with children and young people.

### B) Rationale

All measures will be taken in accordance with Safer Recruitment guidelines and child protection procedures to minimise the risk of inappropriate individuals gaining access to the school as employees or volunteers.

All staff and volunteers in the school are expected to show commitment to the principles and good practice of child protection as set out in the school's child protection policy and in Local Authority guidance and procedures.

### C) Responsibilities

All staff/volunteers are expected to act in such a way that they do not bring suspicion upon themselves of a child protection nature. Staff and volunteers will be given advice on avoiding placing themselves in a vulnerable position with pupils and will be expected to follow that advice.

Any allegations about a member of staff or volunteer will be fully and properly investigated, in a fair and balanced way, to establish whether there are legitimate concerns of a child protection nature that need to be addressed. Staff need to be aware that such investigations may well require the involvement of the Police and Social Care as required by County Council child protection procedures.

If an allegation is made about the head teacher, the Chair of Governors will undertake the role normally fulfilled by the Head Teacher to initiate the investigation process.



## Annex 1

### Allegations of abuse against staff - Guidance

Guidance can found at Paragraph 2.19 of Safeguarding Children and Safer Recruitment in Education

#### Source:

<http://publications.teachernet.gov.uk/eOrderingDownload/Final%206836-SafeGuard.Chd%20bkmk.pdf>

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### The Role of Governing Body

**2.18.** Governing bodies are accountable for ensuring their establishment has effective policies and procedures in place in accordance with this guidance, and monitoring the school's compliance with them. Neither the governing body, nor individual governors, have a role in dealing with individual cases or a right to know details of cases (except when exercising their disciplinary functions in respect of allegations against a member of staff).

**Some governing bodies have found it helpful for an individual member of the governing body to champion child protection issues within the school, liaise with the head teacher about them, and provide information and reports to the governing body.**<sup>1</sup>

However, it is not usually appropriate for that person to take the lead in dealing with allegations of abuse made against the head teacher. That is more properly the role of the chair of governors or, in the absence of a chair, the vice or deputy chair. Whether the governing body acts collectively or an individual member takes the lead, it is helpful if all members of governing bodies undertake training about child protection to ensure they have the knowledge and information needed to perform their functions and understand their responsibilities.

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**2.19.** Governing body should ensure that:

- 1) the school has a child protection policy and procedures in place that are in accordance with local authority guidance and locally agreed interagency procedures, and the policy is made available to parents on request;
- 2) the school operates safe recruitment procedures and makes sure that all appropriate checks are carried out on staff and volunteers who work with children;
- 3) **the school has procedures for dealing with allegations of abuse against members of staff and volunteers that comply with guidance from the local authority and locally agreed interagency procedures;**
- 4) a senior member of the school's leadership team is designated to take lead responsibility for dealing with child protection issues, providing advice and support to other staff, liaising with the local authority, and working with other agencies. The designated person need not be a teacher but must have the status and authority within the school management structure to carry out the duties of the post (see Appendix 3) including committing resources to child protection matters, and where appropriate directing other

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<sup>1</sup> In Testwood School this responsibility lies with the committee with responsibility for Pupil Care and Well-being (PCW), with the overview being exercised by the chair of that committee.

staff. In many schools a single designated person will be sufficient, but a deputy should be available to act in the **designated person's absence**. In large establishments, or those with a large number of child protection concerns, it may be necessary to have a number of deputies to deal with the workload;

- 5) in addition to basic child protection training the designated person undertakes training in inter-agency working that is provided by, or to standards agreed by, the LSCB, and refresher training at two yearly intervals to keep his or her knowledge and skills up to date;
- 6) the head teacher, and all other staff who work with children, undertake appropriate training to equip them to carry out their responsibilities for child protection effectively, that is kept up to date by refresher training at three yearly intervals, and temporary staff and volunteers who work with children are made aware of the school's arrangements for child protection and their responsibilities;
- 7) they remedy without delay any deficiencies or weaknesses in regard to child protection arrangements that are brought to their attention;
- 8) a member of the governing body (usually the chair) is nominated to be responsible for liaising with the local authority and/or partner agencies, as appropriate in the event of allegations of abuse being made against the head teacher; and
- 9) **they review their policies and procedures annually and provide information to the local authority about them and about how the above duties have been discharged**

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## Annex 2

### Education Personnel Services - Child Protection - Implementation Pack

#### Dealing with Allegations Against, and Concerns About, Staff

##### Contents:

- 1) [Briefing materials for schools to use in training and awareness](#) (PowerPoint - 80Kb - you may wish to save this presentation) [Notes Pages](#) (Word 51Kb): - overheads, [case studies](#)
- 2) [Check-list 1 - Key Actions](#) - with monitoring form for use in reporting back to LA on implementation (Word 35Kb)
- 3) [Handout 1 - Contact Details for Allegations Officer](#) (Word 27Kb)
- 4) [Allegation Recording Form](#) - to be used when receiving initial allegations or recording concerns (Word 35Kb)
- 5) [Handout 2](#) - Summary of steps to follow on receiving an allegation and concerns against staff (Word 34Kb)
- 6) [Handout 3](#) - Patterns of Abuse - summary/extract from guidance document on types of behaviour that might constitute grooming (Word 30Kb)
- 7) [Suggested policy statement](#) for issuing to all staff, volunteers etc. re commitment to protecting children sharing information, reporting concerns etc. (Word 29Kb)
- 8) [Check-list 2](#) - Equipping staff/volunteers to stay safe in working with children (Word 29Kb)
- 9) [Handout 4](#) - Principles for recording and sharing information (Word 32Kb)
- 10) [Model wording for provision of references](#) including information about past concerns of a child protection nature (Word 24Kb)

- 11) Staffing elements to include in [school's child protection policy](#) - (Appendix G)
- 12) Guidance on Applications of Policy to [Users of School Sites](#) - (Appendix H)
- 13) [Handout 5](#) - Do's and Don't's for staff - (extract from Appendix J) (Word 33Kb)
- 14) Handout 6 - Guidance for avoidance of unnecessary contact and unfounded allegations - (extract from Appendix J)
- 15) [Concerns about Headteachers](#) - to pass to governors (Appendix K)
- 16) [Helpful Links](#) - to all other advisory documents and safer recruitment toolkit
- 17) School's Child Protection Policy - to be added by the school