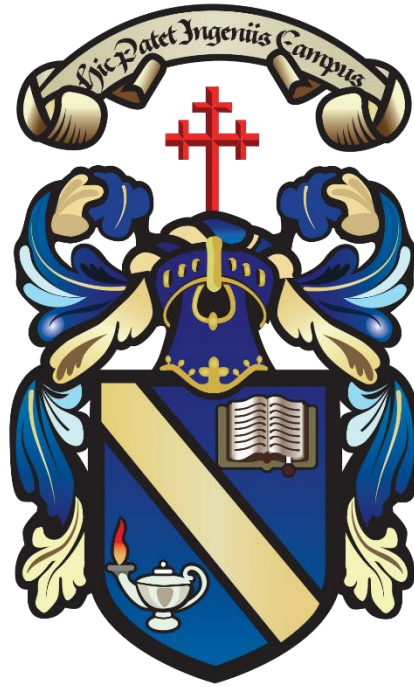


MARR COLLEGE



CHILD PROTECTION AND YOUNG PERSON SAFEGUARDING POLICY

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CHILD PROTECTION AND YOUNG PERSON SAFEGUARDING POLICY

INTRODUCTION

This policy describes responsibilities and expectations for all involved in protecting and safeguarding our young people. At Marr College we work with parents, families and communities to prevent harm and to protect young people from abuse and neglect.

Marr College actively promotes the welfare and wellbeing of all pupils and employees. This policy provides the framework within which all staff, individually and collectively, can understand their responsibilities in relation to safeguarding/child protection and promoting the welfare of young people.

OUR PRINCIPLES

- The welfare and wellbeing of all young people is paramount
- Protecting young people is the responsibility of all
- All young people have the right to be protected from all forms of abuse, neglect and exploitation
- All young people have the right to express their views on matters affecting them as per GIRFEC and the UNCRC

OUR VISION, VALUES AND AIMS

Our Child Protection and Young Person Safeguarding Policy is encompassed within our school vision, values and aims

OUR VISION

We strive to make Marr College a caring school and a centre of excellence for learning in our community. We are proud of our heritage and together we nurture and encourage all learners to be ambitious and develop the knowledge skills and attributes to thrive and achieve in our every changing world.

Proud of our past, ambitious for our future. Together, we are Marr.

OUR VALUES

CARE – Community, Ambition, Respect and Equality



THE MARR WAY

Our school rules revolve around three fundamental consistent messages:
Ready, Respectful, Safe

POLICY AND LEGISLATION

The following documents drive our Child Protection and Young person Safeguarding procedures:

- [Getting it Right for Every Child](#)
- [United Nations Convention on the Rights of the Child \(Incorporation\) \(Scotland\) Act 2021](#)
- [The Promise Scotland 2021](#)
- [National Guidance for Child Protection in Scotland 2021 \(updated 2023\)](#)
- [South Ayrshire Council Education Services Management Guidelines on Child Protection 2021](#)
- [Respect for All: The National Approach to anti-bullying for Scotland's Children and Young People](#)
- [Young people \(Equal Protection from Assault\) \(Scotland\) Act 2019](#)
- [The Human Trafficking and Exploitation \(Scotland\) Act 2015](#)
- [Practitioner Guidance on Criminal Exploitation – Scottish Government 2023](#)
- [Child Exploitation and Protection Online \(CEOP\)](#)
- <https://southayrshiregovuk.sharepoint.com/sites/Educationalservices/Education%20Management%20Guidelines/MG%20-%20Physical%20Intervention%20%26%20Seclusion%20-%20Version%201.pdf>

WHAT IS CHILD PROTECTION?

Child protection is the safeguarding of children from violence, exploitation, abuse, and neglect. Article 19 of the UN Convention on the Rights of the Child provides for the protection of children in and out of the home.

Young people over the age of 16 still have the right to safeguarding. It is the responsibility of all to ensure this.

WHAT IS ABUSE AND NEGLECT?

Abuse and neglect are forms of maltreatment. Abuse or neglect may involve inflicting harm or failing to act to prevent harm. Young people may be abused at home; within a family or peer network; in care placements; institutional or community setting; and in the online and digital environment. Those responsible may be previously unknown or familiar, or in positions of trust. They may be family members. Young people may be harmed pre-birth, for instance by domestic abuse of a mother or through parental alcohol and drug use.

- Physical abuse
- Emotional abuse
- Sexual abuse
- Criminal exploitation
- Child trafficking
- Neglect
- Female genital mutilation
- Forced marriage

COLLECTIVE RESPONSIBILITIES

[The Health & Wellbeing Across Learning: Responsibilities of All Experiences and Outcomes](#) within Curriculum for Excellence, alongside the GIRFEC wellbeing indicators, summarises how practitioners, pupils, parents and communities must work together in protecting and promoting young people's rights, wellbeing and safety. This includes helping young people develop in their ability to keep themselves and others safe; and helping them learn how to get help and support if they need it.



All adults will:

- Be subject to stringent and safe recruitment procedures, including PVG checks
- Have access to appropriate, relevant and up-to-date guidance, which tells them what action to take if they are concerned about a child or young person's wellbeing, welfare and safety

- Be trained to help them understand what, how and when to report and share information to keep young people safe, and be able to do so (annually in person and on Coast)
- Be clear that a guarantee of absolute confidentiality cannot ever be given to a child or young person
- Have appropriate support from Child Protection Coordinators, Pastoral Care staff, Line Managers, when they are concerned about a child or young person
- Take immediate action to respond to disclosures, allegations, suspicions or incidents of abuse:

Adult Toolkit

- Stay calm and reassuring
- Observe carefully the child or young person's behaviour and demeanour
- Listen to what the child says without shock or disbelief
- Do not apportion blame, make any suggestions or ask any questions
- Allow the child to talk freely
- A guarantee of secrecy or confidentiality must not be given to the child
- The child must be told that the Child Protection Coordinator (CPC) will have to be informed
- Stress that it was the right thing to tell
- Explain what has to be done next and who has to be told
- Record facts immediately afterwards using the exact words spoken; these should be signed and dated
- Report suspicions or disclosure immediately to the Child Protection Coordinator

All S6 are also included as Adults and participate in the Child Protection annual training as part of their induction process.

CHILD PROTECTION COORDINATORS



The Child Protection Coordinators require appropriate levels of awareness, knowledge and skills within an establishment. These include recognition of neglect, poor mental health, inappropriate online engagement, family issues, alcohol and substance misuse, under-age sexual activity, child sexual abuse and exploitation, forced marriage, female genital mutilation and bullying.

The Child Protection Coordinators (CPC) have both general and particular responsibilities with regard to child protection, including to:

- Record in detail what the staff member has seen and heard and when
- Any signs of physical injury should be described in detail or sketched
- Co-ordinate action within the establishment in relation to specific young people about whom concerns have been raised;
- Liaise with other agencies, (e.g. Police, Social Work, SCRA, Health)
- On general issues relating to child protection
- Support investigations, Whole Systems Meetings, Court proceedings, SCRA and case referrals or Significant Child Protection Case Reviews
- Listen and respond to general concerns raised by staff, young people, children, parents or carers and the community in relation to child protection
- Organise staff briefings and training on child protection and wellbeing, for the 'Specific Contact Workforce' in accordance with the [National Framework for Child Protection Learning and Development in Scotland, Scottish Government](#)
- Oversee the planning of any curricular provision designed to give young people the knowledge and skills to keep themselves safe from all forms of abuse
- Ensure accurate record keeping of all information, related to a child or young person's wellbeing and protection is carefully recorded using a chronology of significant events, together with relevant documentation
- Ensure child protection files and all confidential sensitive and personal information are securely stored in accordance with up-to-date File Management Guidance and the [Data Protection Act 2018](#) and the [General Data Protection Regulation](#)
- Ensure that all child protection chronologies are reviewed regularly, attend all Child Protection, Family First and other multi-agency meetings and SCRA Hearings or delegate appropriate staff to do so
- Education notes are kept in a confidential record in Pastoral Notes on SEEMiS and if relevant an Ayrshare record created.

CONFIDENTIALITY

All staff understand that child protection issues warrant a high level of confidentiality, to ensure that information being released into the public domain is proportionate and appropriate. CP staff will then decide who else needs to have the information and act accordingly.

Staff should **only** discuss concerns with the designated CP Co-ordinators,

- CP Coordinator - Graeme Hobson, DHT
- Depute CP Coordinator - Fiona Young, PT Sfl

If neither are available the Headteacher, George Docherty should be contacted.

RECORDS AND CHRONOLOGIES

In Marr College, Child Protection (CP), Care Experience Young People (CE or LAC) or Additional Support Needs (ASN) files must be securely stored separately from a pupil's Educational record (PPR), and clearly labelled on the front with the child's full name and date of birth and appropriate colour coding. A chronology should be at the front of the file and separate sections should be kept to make for easy access to relevant reports. Should this information require to be shared on a multi-agency basis an AYRShare record should be created. In addition, electronic pastoral notes will be held

within SEEMiS. A separate CP record is held centrally for young people who are or have been subject to CP procedures. These files are transferred to any receiving schools if the young person leaves but is still in secondary education. Records are archived for 100 years, once the young person leaves the school.

MARR COLLEGE PRECAUTIONS

Campus Security

Our school has secure entry; visitors are required to sign in and out, wear visitor badges, are monitored whilst on the premises and never left alone with young people. Break times and lunch times are monitored by staff and prefects to keep young people safe.

Restraint and Seclusion

Marr College promotes good practice in ensuring all young people are safe and protected within a nurturing environment where any additional support needs are well understood and provided for by:

- *Promoting positive relationships, behaviour and wellbeing;*
- *Minimising the use of restraint and seclusion and eliminating their misuse*
- *Ensuring young people's rights are understood, respected and taken account of in all decisions around the use of physical intervention.*

Critical Incident Protocols/Risk Assessments

Marr College has a critical incident protocol to respond to:

1. urgent medical call on campus
2. emergency incident that may compromise safety and wellbeing.

Risk assessments are written for all trips out of school, for all practical work within school and for individuals including staff who may require one.

Intimate/Personal Care

All young people will be treated with dignity and respect.

There are no regulations that indicate that a second member of staff or a gender specific person must be available for personal care to ensure that abuse does not occur; however, where possible, we do ask that staff work in pairs to ensure that they do not leave themselves or the young people vulnerable.

Medication/First Aid

Medication logs in regards to Medications administered and emergency medications are kept and updated regularly by Pamela Brown (First Aider). A first aid log is held

both in the main office and online as well as a record of young people who have been sent home ill.

External Agency and Partners

Any parent or other person/organisation engaged by the school to work in a voluntary capacity with pupils will be subjected to all reasonable vetting procedures and/or covered by their own organisation's policy and procedures

ALLEGATIONS - STAFF MEMBERS

Where an allegation is made against a member of staff, it must always be taken seriously, and the principles and procedures outlined in this policy must always be followed:

- The person receiving the allegation must inform their line manager or Child Protection Coordinator, who will inform the Head Teacher, who will subsequently inform the Director of Education.
- Upon receiving the information, the Director of Education will take any necessary action, which may include informing the Police and Social Work services
- Where the allegation is being made against the line manager, Head Teacher or the Child Protection Coordinator, the member of staff receiving the allegation must directly inform the Director of Education

The Director of Education will advise the Head Teacher of any decisions:

- Whether to remove the member of staff from direct access to children and young people
- Suspend the member of staff
- Inform the parents/carers of the child or young person concerned
- Inform the parents/carers of all children and young people, with whom the member of staff has come into contact and to inform SCRA, where it is known that the child or young person is care experienced and is alleged to have been abused

If you have concerns about someone in Marr College being at risk please contact:

Graeme Hobson or Fiona Young – **Call 01292 690022 stating you have a Child Protection Concern** and need to speak to someone immediately.

Graeme.hobson@south-ayrshire.gov.uk

Fiona.young@south-ayrshire.gov.uk

'It is everyone's responsibility to protect children'

If you have concerns that a child is at risk of significant harm

Of abuse or neglect please contact:

South Ayrshire Council's Social Work **Initial Response Team** on:

[01292 267675](tel:01292267675) or call [0800 328 7758](tel:08003287758) if out of hours.

If the child is at immediate risk: telephone the Police. Dial 999.