

## **CHILD PROTECTION POLICY**

Version 9.1

Review by People Committee:

Adopted by Governing Body:

Autumn 2019

Next Full Review Due:

Autumn 2020

Reviewer:

L. Coffill

Governor Link:

Susie McDonald

# CHILD PROTECTION POLICY

East Barnet School, Chestnut Grove, East Barnet, EN4 8PU

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## A. Statement of Principle

At East Barnet School, the Governors and staff recognise the contribution the school makes, in partnership with other local agencies, in safeguarding children. We recognise that all staff, including volunteers, have a full and active part to play in protecting our students from harm and that everyone in the education service has an objective to keep children and young people safe.

All staff and Governors believe that our school should provide a caring, positive, safe and stimulating environment which promotes the social, physical and moral development of the individual child. Through its emphasis on prevention and early intervention, this policy aims to minimise the risks of children being abused.

There are two aspects to safeguarding and promoting the welfare of children:

1. Arrangements to take all reasonable measures to ensure that risks of harm to children's welfare are minimised; and
2. arrangements to take all appropriate actions to address concerns about the welfare of a child, or children, working to agreed local and national policies and procedures in full partnership with other local agencies. This will include, where appropriate, initiating procedures, such as an Early Help Assessment or referral to MASH (Multi Agency Safeguarding Hub) to support students and their families within and beyond school.

Our policy and procedures provide for both of these aspects of safeguarding.

## B. Safeguarding and Promoting Welfare

The school is aware that children have varying needs that change over time and judgements on how best to intervene and at what point, must be made based on professional judgement, a sound assessment of the child's needs and, through a positive relationship with parents/carers respond to these needs.

Appropriate interventions at the earliest opportunity can ensure that a child's needs are assessed, understood and met before they develop further and that the best outcomes for children are achieved. Sometimes these needs can be met within school but when appropriate the school will make an appropriate referral to an outside agency. We also understand that positive relationships with parents/carers are essential if these needs are to be addressed effectively.

## C. Requirements

1. We will follow the guidelines set out in the guidance issued by the Department for Education with specific reference to Keeping Children Safe in Education (KCSIE) 2019 and Working together to Safeguard Children as well as the LBB Safeguarding Partnership. So, we will ensure that:
  - 1.1. We provide a safe environment for children and young people to learn.
  - 1.2. We support the child's development in ways that will foster security, confidence and independence.
  - 1.3. We raise the awareness of both teaching and support staff of the need to safeguard children and of their responsibilities in identifying and reporting possible cases of abuse.

- 1.4. We identify students (up to the age of 19) who are suffering or likely to suffer significant harm, and take appropriate action with the aim of making sure they are kept safe both at home and in school.
  - 1.5. We provide a systematic means of monitoring children known or thought to be at risk of harm.
  - 1.6. We keep written record of concerns about children, even if there is no need to refer the matter immediately.
  - 1.7. We emphasise the need for good levels of communication between all members of staff.
  - 1.8. We develop a structured procedure within the school which will be followed by all members of the school community in cases of suspected abuse.
  - 1.9. We develop and promote effective working relationships with other agencies, especially the Police, Social Services and Local Authority and contribute to effective partnerships working between all those providing services for children.
  - 1.10. We ensure that safe recruitment practices are used and that DBS –Disclosure and Barring checks are implemented so that all adults within our school, who work with children, have been checked as to their suitability.
  - 1.11. We provide regular training for all staff and Governors.
2. Our school procedures for safeguarding children are in line with **the Local Authority**. We will ensure that:
- 2.1 We have a Designated Safeguarding Lead (DSL), Deputy and safeguarding team (listed in appendix) all of whom undertake regular training to remain aware of current legislation and procedures.
  - 2.2 The nominated Governor for Safeguarding is a member of the people committee.
  - 2.3 All members of staff develop their understanding of the signs and indicators of abuse through help sheets and information given at the beginning of each academic year (appendices 6 and 7) and through staff meetings/INSET delivered in school. Form tutors must liaise closely with Heads of Year, whose work is overseen by the Associate Deputy Headteachers.
  - 2.4 All members of staff know how to respond to a student who discloses abuse. They are also provided with a clear on-line reporting system to log concerns and/or disclosures. (appendix 4)
  - 2.5 All parents/carers are made aware of the responsibilities of staff members with regards to safeguarding procedures via the website and school handbook and contact with parents relating to individual concern and disclosures. This is in line with the Social Services Guidance and Procedure. Through training staff are made aware of their Child Protection responsibility on a regular basis. Staff must make the DSL, Deputy DSL or Safeguarding Officer aware of any student about whom they have concerns, or who discloses abuse, as quickly as possible (the online log will follow within 24 hours; see flowchart - Appendix 2).
  - 2.6 Members of staff are aware that, if a student declares any information which calls into question their safety and wellbeing, they must not offer them complete confidentiality and have to deal with disclosures as above.
  - 2.7 Members of staff are aware that, under no circumstances must they attempt an investigation. The teacher's first responsibility is to listen, provide reassurance and to record the child's statement.
  - 2.8 Members of staff are aware that they must personally report to the police cases where they discover that an act of Female Genital Mutilation (FGM) appears to have been carried out (The Serious Crime Act 2015) and then to inform the DSL. This duty does not apply in relation to at risk or suspected cases which should be referred to the DSL.

2.9 In accordance with KCSIE 2019, all members of staff have been informed of how to make a Multi-Agency Safeguarding Hub (MASH) referral in the absence of the DSL and the Safeguarding Team.

3. Our procedures will be regularly reviewed and updated.

All new members of staff will be given a copy of our safeguarding procedures as part of their induction into the school and all temporary staff will be made aware of them. All staff will also receive initial and on-going safeguarding training.

## **D. Responsibilities**

### **1. The Designated Safeguarding Lead**

The Designated Safeguarding Lead is responsible for Safeguarding and Child Protection at East Barnet School. This is explicit in their job description and, in their absence, the named deputy will assume these responsibilities; this is also explicit in their job description. The DSL and Safeguarding Team will adhere to, Local Authority and school procedures.

The key role of the DSL (and in their absence the deputy DSL) is to:

- 1.1. Manage referrals from school staff or any other referrals from outside the school.
- 1.2. Work with external agencies and professionals on matters of safety and safeguarding.
- 1.3. Undertake training as appropriate for the role.
- 1.4. Raise awareness of safeguarding and child protection amongst the staff, students and parents.
- 1.5. Ensure that child protection records and referrals are kept confidentially and securely. Records should be transferred if a pupil leaves to enrol at another school.

### **2. Supporting Vulnerable Children**

At East Barnet School, we recognise that students with Special Needs and Disability (SEND) can face additional safeguarding challenges and may need more support to stay safe. Staff must clearly identify these students and have an awareness of their specific needs.

All staff should be aware that:

- 2.1. Indicators of possible abuse may be overlooked because they may present in behaviours or symptoms that appear similar to their disability.
- 2.2. Students with SEN and disabilities can be disproportionately impacted by things like bullying without outwardly showing any signs.
- 2.3. Difficulties may arise in overcoming communication barriers

Indicators of vulnerability can be found in appendix 7

### **3. Children Missing from Education (CME)**

Missing school can be an indicator of abuse and neglect and may also raise concerns about child sexual exploitation.

- 3.1. Staff monitor attendance and punctuality carefully and address poor or irregular attendance without delay.
- 3.2. Staff understand what to do when children do not attend regularly in response to the guidance in Keeping Children Safe in Education (2019) and Children Missing from Education – Statutory Guidance for Local Authorities (2016).
- 3.3. Staff will feedback information to the Local Authority regarding CME at their request.

#### **4. LAC/Private fostering**

A private fostering arrangement is one that is made without the involvement of a local authority for the care of a child under the age of 16 years (under 18, if disabled) by someone other than a parent or close relative.

The school is aware of the mandatory duty to report to the local authority where they are aware or suspect that a child is subject to a private fostering arrangement.

#### **5. Our school will support all students by:**

- 5.1. Encouraging self-esteem and self-assertiveness whilst not condoning aggression or bullying.
- 5.2. Promoting equality for all identifiable groups.
- 5.3. Promoting a caring, safe and positive environment within the school.
- 5.4. Liaising and working together with all other support services and those agencies involved in the safeguarding of children.
- 5.5. Notifying Social Services or the relevant external agency as soon as there is a significant concern.
- 5.6. Ensuring that appropriate information is forwarded under confidential cover to the student's new school, if they move.
- 5.7. Teaching about safeguarding, including on-line safety through various teaching and learning opportunities.

#### **6. Confidentiality**

- 6.1. We recognise that all matters relating to child protection are confidential.
- 6.2. The Headteacher or DSL will disclose any information about a student to other members of staff on a need-to-know basis only.
- 6.3. All staff must be aware that they have a professional responsibility to share information with other agencies in order to safeguard children.
- 6.4. All staff must be aware that they cannot promise confidentiality to a child.

#### **7. Supporting Staff**

- 7.1. We recognise that staff working in the school who have become involved with a child who has suffered harm, or appears to be likely to suffer harm, may find the situation stressful and upsetting.
- 7.2. We will support such staff by providing an opportunity to talk through their anxieties with the DSL or relevant member of the Safeguarding Team and to seek further support as appropriate.

#### **8. Allegations Made Against Staff**

- 8.1. If an allegation is made against a member of staff the person receiving the allegation must immediately inform the Headteacher.
- 8.2. If the Headteacher on such an occasion judges the allegation to be a child protection issue he will discuss the content of the allegation with the Local Authority's Lead Officer for Child Protection (LADO).
- 8.3. If the allegation made to a member of staff concerns the Headteacher, the concern should be forwarded to the Chair of Governors who will consult with the Local Authority's Lead Officer for Child Protection (LADO).
- 8.4. The school has adopted and will follow the Local Education Authority's procedures for managing allegations against staff, a copy of which will be readily available in the Headteacher's PA's office.

## **9. Whistleblowing**

- 9.1. We recognise that children cannot be expected to raise concerns in an environment where staff fail to do so.
- 9.2. All staff should be aware of their duty to immediately raise safeguarding concerns, where they exist, with particular reference to health and safety, legal obligations and the attitude or actions of colleagues.
- 9.3. This procedure is outlined in the school's Whistleblowing Policy.

## **10. Physical Intervention**

- 10.1 Our guidelines and practice on physical intervention by staff is set out in the staff professional expectations guide and acknowledges that staff must only ever use physical intervention as a last resort, and that at all times it must be the minimum force necessary to prevent injury to another person.
- 10.2. We understand that physical intervention of a nature which causes injury or distress to a child may be considered under safeguarding or disciplinary procedures.

## **11. Bullying**

Our policy on anti-bullying is set out in a separate policy and acknowledges that to allow or condone bullying may lead to consideration under child protection procedures.

## **12. Racist Incidents**

Our policy on racist incidents is set out in a separate policy and acknowledges that repeated racist incidents or a single serious incident may lead to consideration under child protection procedures.

## **13. Prevention**

We recognise that the school plays a significant part in the prevention of harm to our students by providing them with good lines of communication with trusted adults, encouraging supportive friendships and an ethos of protection.

The school community will therefore:

- 13.1. establish and maintain an ethos where children feel secure, are encouraged to talk and are always listened to;

- 13.2. ensure that all children know there is an adult in the school whom they can approach if they are worried or in difficulty;
- 13.3. include in the wider curriculum and RSE/PSHE opportunities to deliver information about safeguarding which equip children with the skills they need to stay safe from harm and to know to whom they should turn for help.

#### **14. Health and Safety**

East Barnet School's separate Health and Safety and Educational Visits Policies reflect the consideration we give to the protection of our children both within the school environment and when away from the school when undertaking school trips and visits.

**\*This policy works in conjunction with:**

- **Allegations of Abuse Against Staff Policy**
- **e-Safety Policy and ICT Network and Internet Acceptable Use**
- **Recruitment Policy**
- **Anti-bullying Policy**
- **Careers Education and Guidance**
- **School Journey Visits Policy**
- **Special Educational Needs Policy**
- **Staff Discipline, Conduct and Appeals Policy**
- **Whistleblowing Policy**
- **Professional Expectation: Guidance for Staff**
- **Prevent Guidance- which can be found on the school website.**

**And in the future:**

- **Mental Health strategy**
- **Sexual harassment policy**

## **Appendices**

1. Designated Safeguarding Lead and the Safeguarding Team
2. Child Protection Referral Flowchart
3. Dealing with Disclosures

4. Child Protection Concern Form
5. Child Protection Referral Form
6. Indicators of abuse
7. Other Safeguarding concerns- What to look for?
8. Visiting Speakers
9. Abbreviations
10. Government guidance



## Designated Safeguarding Lead and the Safeguarding Team

Academic Year 2019 – 2020

### Safeguarding Team:

#### Designated Safeguarding Lead:

- Laura Coffill  
[lcoffill@eastbarnetschool.com](mailto:lcoffill@eastbarnetschool.com)

#### Deputy Safeguarding Lead:

- Julia Connick  
[jconnick@eastbarnetschool.com](mailto:jconnick@eastbarnetschool.com)

#### Safeguarding Officers:

- Mariam Zaman  
[mzaman@eastbarnetschool.com](mailto:mzaman@eastbarnetschool.com)
- Sara Brennan  
[sbrennan@eastbarnetschool.com](mailto:sbrennan@eastbarnetschool.com)

#### Early Help Co-ordinator:

- Alanna Brady  
[abrady@eastbarnetschool.com](mailto:abrady@eastbarnetschool.com)

#### **Advisory Members:**

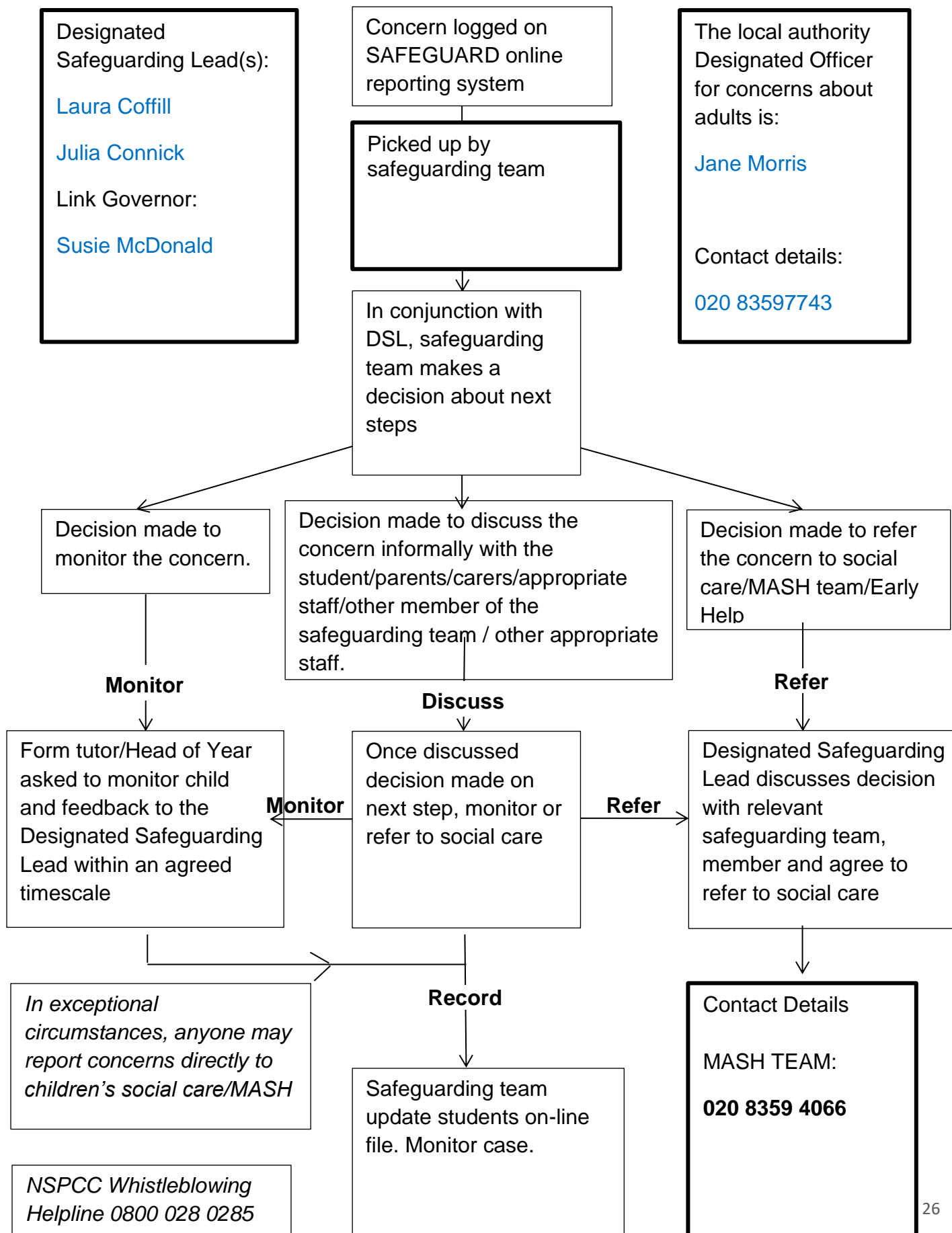
Marsha Duraka  
[mduraka@eastbarnetschool.com](mailto:mduraka@eastbarnetschool.com)  
Chris Drugan  
[cdrugan@eastbarnetschool.com](mailto:cdrugan@eastbarnetschool.com)

#### Nominated Governor with Child Protection Responsibility:

- Susie McDonald  
[smcdonald@eastbarnetschool.com](mailto:smcdonald@eastbarnetschool.com)

## Child Protection Referral Flowchart

### FLOW CHART FOR RAISING SAFEGUARDING CONCERNS ABOUT A CHILD



## Dealing with Disclosures

When a student declares any information which calls into question their safety and well-being, it is important that staff respond appropriately:

- Avoid denial. Respect the child by listening to what he/she has to say and taking it seriously.
- Provide a safe environment. Make sure the setting is confidential and comfortable. Avoid communicating with shock, horror, or fear about anything said, even though what you are hearing is likely to be shocking and horrifying.
- Be supportive, not judgmental. Reassure the child that he/she did nothing wrong and that you believe him/her.
- Be an active listener and don't make assumptions. Maintain eye contact, nod and keep an open posture. Let the child use language they are comfortable with.
- Do not interrogate. Do not ask leading questions that could compromise further enquiry by the police. Questions should establish key facts for information sharing: "Where did it happen?" / "Who did it?" / "How do you know them?" (If the relationship of the abuser is unclear).
- Do not promise complete confidentiality. Members of staff may wish to say the following: "I cannot promise to not tell anyone, but I will only tell the people whom I need to. Your parents will not be contacted unless they need to be and you will be spoken to about this before it happens".
- It may be helpful to write down exact quotes of what the child said.
- Have an understanding about abuse and neglect. Know the four kinds of child abuse: physical, emotional, sexual, and neglect.
- Make the appropriate referral.
- Be aware that you may be affected by the disclosure and you may wish to consult the DSL about self care.



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**Raising Concern**

**Information**  
To create a concern please type the concern and enter the names of any staff members involved. The concern must be factual and not contain your opinions or analysis. Avoid using terms such as 'I think...' and 'in my opinion...', opting for words such as 'he has...' and 'she is...'. Please remember that you are potentially writing a legal document. Remember once added it cannot be altered or erased.

**Categories**  
You can select any number of categories, if you know this case it will be categorised as 'Other'. You can hover your mouse over any of these to see more information.

<input type="checkbox"/> Child Sexual Exploitation	<input type="checkbox"/> Gang Related Involvement	<input type="checkbox"/> Operator Excessive Report
<input type="checkbox"/> Domestic Abuse	<input type="checkbox"/> Drugging	<input type="checkbox"/> Peer on Peer Abuse
<input type="checkbox"/> Stage Abuse	<input type="checkbox"/> Harmed Sexual Behaviour	<input type="checkbox"/> Physical Abuse
<input type="checkbox"/> Emotional Abuse	<input type="checkbox"/> Sexual Harassment	<input type="checkbox"/> Radicalisation
<input type="checkbox"/> Unauthorised Absence/Offsite	<input type="checkbox"/> Neglect	<input type="checkbox"/> Self Harm
<input type="checkbox"/> Physical Contact Misuse	<input type="checkbox"/> Drink Abuse	<input type="checkbox"/> Social Abuse

Bullying

**Concern**

Were any other staff members involved?

Include Other Children   
Add other children to this concern

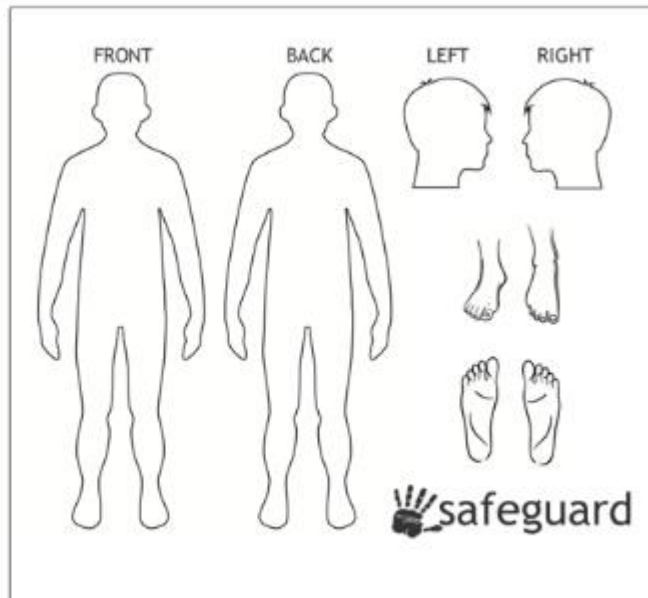
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## Indicators of Abuse

*The listed signals of abuse give a broad range of 'indication'.*

*A student will often show one or more of the 'signs' and not be at risk. If you have concerns about any child follow our procedures of referral informing the designated teacher as quickly as possible.*

### Signs of Physical Abuse

- Absenteeism
- Unexplained injuries or burns, particularly if they are recurrent
- Improbable excuses given to explain injuries
- Refusal to discuss injuries
- Untreated injuries
- Admission of punishment which appears excessive
- Bald patches
- Withdrawal from physical contact
- Arms and legs kept covered in hot weather
- Fear of returning home
- Fear of medical help
- Self-destructive tendencies
- Aggression towards others
- Running away

### Neglect

- Constant hunger
- Poor personal hygiene
- Constant tiredness
- Poor state of clothing
- Frequent lateness or non-attendance at school
- Untreated medical problems
- Destructive tendencies
- Low self-esteem
- Poor social relationships
- Running away
- Compulsive stealing

### Signs of Emotional Abuse

- Physical, mental and emotional development behind the 'average' for a year group
- Admission of punishment which appears excessive
- Over-reaction to mistakes
- Continual self-criticism
- Sudden speech disorders (stammer, etc)
- Fear of new situations
- Inappropriate behaviour (eg rocking, hair twisting, thumb sucking)

- Inappropriate emotional responses to painful situations
- Self-mutilation
- Fear of parents being contacted
- Extremes of passivity or aggression (ie under or over-reaction to things)
- Drug, solvent abuse
- Running away
- Compulsive stealing

**Signs of Sexual Abuse**

- Sudden changes in behaviour or school performance
- Displays of affection in a sexual way/manner inappropriate to age
- Tendency to cling or need reassurance
- Tendency to cry easily
- Regression to younger behaviour, such as thumb sucking, playing with discarded toys, acting like a baby
- Complaints of genital itching or pain
- Distrust of a familiar adult, or anxiety about being left with a relative, a babysitter or lodger
- Unexplained gifts or money
- Depression and withdrawal
- Apparent secrecy
- Wetting, day or night
- Sleep disturbances or nightmares
- Chronic illness, especially throat infections and venereal diseases
- Anorexia or bulimia
- Fear of undressing, eg for sport

**Common Sites of physical injury:**

Accidental Injury	Non-Accidental
<ul style="list-style-type: none"> <li>● Crown of the head</li> <li>● Forehead</li> <li>● Nose</li> <li>● Elbows</li> <li>● Hips</li> <li>● Hands</li> <li>● Knees</li> <li>● Shins</li> </ul>	<ul style="list-style-type: none"> <li>● Black eyes (often two)</li> <li>● Cheeks</li> <li>● Marks around neck: finger marks/thin red line</li> <li>● Bloodshot eyes – possible caused by shaking</li> <li>● Ears – red, bleeding, cut skin (very common)</li> <li>● Mouth – cuts, loose or broken teeth</li> <li>● Stomach – evidence of bruising</li> <li>● Buttocks – discomfort when sitting</li> <li>● Inner arms – red marks or bruising</li> </ul>

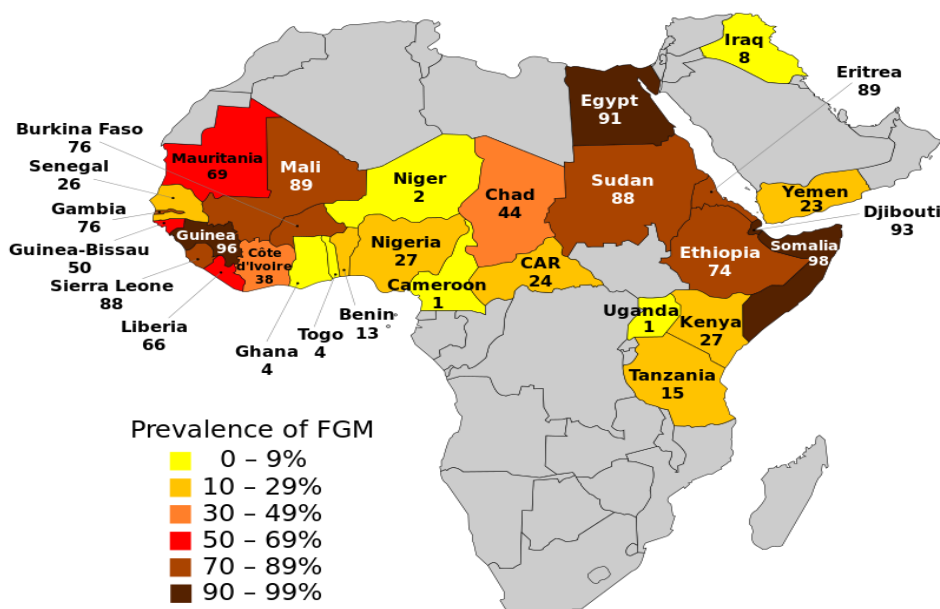
## Other Safeguarding Concerns

### FGM

Members of staff are aware that they must personally report to the police cases where they discover that an act of Female Genital Mutilation (FGM) appears to have been or is going to be carried out (The Serious Crime Act 2015) and then to inform the DSL.

Female Genital Mutilation refers to procedures that intentionally alter or cause injury to the female genital organs for non-medical reasons. The practice is illegal in the UK.

FGM typically takes place between birth and around 15 years old; however, it is believed that the majority of cases happen between the ages of 5 and 8. The map below shows countries where FGM is most prevalent:



Risk factors for FGM include:

- low level of integration into UK society
- mother or a sister who has undergone FGM
- girls who are withdrawn from PSHEE
- visiting female elder from the country of origin
- being taken on a long holiday to the country of origin
- talk about a 'special' procedure to become a woman

### Symptoms of FGM

FGM may be likely if there is a visiting female elder, there is talk of a special procedure or celebration to become a woman, or parents wish to take their daughter out-of-school to visit an



'at-risk' country (especially before the summer holidays), or parents who wish to withdraw their children from learning about FGM.

Indications that FGM may have already taken place may include:

- difficulty walking, sitting or standing and may even look uncomfortable.
- spending longer than normal in the bathroom or toilet due to difficulties urinating.
- spending long periods of time away from a classroom during the day with bladder or menstrual problems.
- frequent urinary, menstrual or stomach problems.
- prolonged or repeated absences from school or college, especially with noticeable behaviour changes (e.g. withdrawal or depression) on the girl's return.
- reluctance to undergo normal medical examinations.
- confiding in a professional without being explicit about the problem due to embarrassment or fear.
- talking about pain or discomfort between her legs.

## Honour Based Violence

So-called 'honour-based' violence (HBV) encompasses crimes which have been committed to protect or defend the honour of the family and/or the community, including Female Genital Mutilation (FGM), forced marriage, and practices such as breast ironing. All forms of so called HBV are abuse (regardless of the motivation) and should be handled and escalated as such.

Where staff are concerned that a child might be at risk of HBV, they must contact the Designated Safeguarding Lead as a matter of urgency.

## Forced marriage

**Forced marriage** is a **marriage** in which one or both of the parties is **married** without his or her consent or against his or her will. A **forced marriage** differs from an **arranged marriage**, in which both parties consent. Indicators to look out for are:

- Truancy / absence from school
- Low Motivation
- Lack of Punctuality
- Self Harm
- Depression
- Isolation
- Attempted Suicide
- Eating Disorders
- Brother/Sisters forced to marry or reported missing
- Family disputes
- Runaways
- Substance misuse

- Domestic violence

### **Child Sexual Exploitation**

Child sexual exploitation (CSE) is a form of child sexual abuse. It occurs where an individual, or group, takes advantage of an imbalance of power to coerce, manipulate or deceive a child or young person under the age of 18 into sexual activity (a) in exchange for something the victim needs or wants, and/or (b) for the financial advantage or increased status of the perpetrator or facilitator. The victim may have been sexually exploited even if the sexual activity appears consensual. Child sexual exploitation does not always involve physical contact; it can also occur through the use of technology, so it is also important to recognise that some young people who are being sexually exploited do not exhibit any external signs of this abuse.

- Staff should be aware of the key indicators of children being sexually exploited which can include:
  - going missing for periods of time or regularly coming home late;
  - regularly missing school or education or not taking part in education;
  - appearing with unexplained gifts or new possessions;
  - associating with other young people involved in exploitation;
  - having older boyfriends or girlfriends;
  - suffering from sexually transmitted infections;
  - mood swings or changes in emotional wellbeing;
  - drug and alcohol misuse; and
  - displaying inappropriate sexualised behaviour.

### **Signs of gangs and youth violence**

As stated above gang crime and CSE are closely linked. Signs of possible gang involvement include:

- Child withdrawn from family;
- Sudden loss of interest in school. Decline in attendance or academic achievement (although it should be noted that some gang members will maintain a good attendance record to avoid coming to notice);
- Being emotionally “switched off”, but also containing frustration / rage;
- Started to use new or unknown slang words;
- Holds unexplained money or possessions;
- Stays out unusually late without reason, or breaking parental rules consistently;
- Sudden change in appearance – dressing in a particular style or ‘uniform’

## County Lines

-This is the police term for urban gangs supplying drugs to suburban areas and market and coastal towns using dedicated mobile phone lines or 'deal lines'. It involves child criminal exploitation (CCE) as gangs use children and vulnerable people to move drugs and money. Gangs establish a base in the local market location, typically by taking over the homes of local vulnerable people by force or coercion in a practice known as 'cuckooing'

Some indicators of county lines involvement and exploitation are:

- Persistently going missing from school or home and/or being found out of area
- Unexplained acquisition of money clothes or mobile phones
- Excessive receipt of texts/phone calls
- Relationships with controlling/older individuals or groups
- Leaving home/care without explanation
- Suspicion of physical assault/unexplained injuries
- Parental concerns
- Carrying weapons
- Significant decline in school performance
- Gang association or isolation from peers and social networks
- Self-harm or significant changes in emotional well being

## Signs of bullying including cyberbullying

**Cyberbullying** is the use of electronic communication to bully a person, typically by sending messages of an intimidating or threatening nature. Indicators that cyber bullying may be taking place include:

- belongings getting "lost" or damaged
- physical injuries such as unexplained bruises
- being afraid to go to school, being mysteriously 'ill' each morning, or skipping school
- not doing as well at school
- asking for, or stealing, money (to give to a bully)
- being nervous, losing confidence, or becoming distressed and withdrawn
- problems with eating or sleeping
- bullying others

Refer to the anti-bullying policy for further information

The school refers to [safeguardingschools.co.uk responding-sexting-schools-colleges](https://www.safeguardingschools.co.uk/responding-sexting-schools-colleges) when dealing with incidents of "sexting".

East Barnet School will help children and young people not only use the internet safely, but also give them opportunities to learn how to behave online.

## **Peer on Peer Abuse**

Peer on peer abuse refers to physical, sexual, emotional and financial abuse, and coercive control, exercised within young people's relationships. Most concerns regarding the conduct of students towards each other would be dealt with within the framework of the school behaviour policy. However, some may raise significant safeguarding concerns such as physical abuse, emotional abuse, sexual abuse and sexual exploitation. Peer on peer may be happening if the behaviour of an older student to a younger or vulnerable student is causing concern, if the allegation is of a serious nature and may involve a criminal offence and if the concern potentially raises risk factors for other students in the school.

Examples of safeguarding issues against a student could include:

### Physical Abuse

- Violence, particularly pre-planned
- Forcing others to use drugs or alcohol

### Emotional Abuse

- Blackmail or extortion
- Threats and intimidation

### Sexual Abuse

- Indecent exposure, indecent touching or serious sexual assaults
- Forcing others to watch pornography or take part in sexting

### Sexual Exploitation

- Encouraging other children to engage in inappropriate sexual behaviour
- Photographing or videoing other children performing indecent acts

### Sexual Harassment

East Barnet School considers sexual harassment in broad terms and recognises that if not challenged, can normalise inappropriate behaviours and provide an environment that can lead to sexual violence. When referring to sexual harassment we mean 'unwanted conduct of a sexual nature' that can occur online and off line.

Sexual harassment can include:

- Sexual comments, such as: telling sexual stories, making lewd comments, making sexual remarks about clothes and appearance and calling someone sexualised names
- Sexual 'jokes' or taunting
- Physical behaviour, such as: deliberately brushing against someone, interfering with someone's clothes and displaying pictures, photos or drawings of a sexual nature.
- Online sexual harassment which might include: non-consensual sharing of sexual images and videos and sharing sexual images and videos; inappropriate sexual comments on social media, exploitation; coercion and threats. Online sexual harassment may be standalone, or part of a wider pattern of sexual harassment and /or sexual violence.

The Voyeurism (Offences) Act 2019 which criminalise the act of 'up skirting'. The Criminal Prosecution Service (CPS) defines 'up skirting' as a colloquial term referring to the action of placing equipment such as a camera or mobile phone beneath a person's clothing to take a voyeuristic photograph without their permission. It is not only confined to victims wearing skirts or dresses and equally applies when men or women are wearing kilts, cassocks shorts or trousers. It is often performed in crowded public places, for example on public transport or at music festivals, which can make it difficult to notice offenders." Any incidents of up skirting or suspected up skirting should be reported to the DSL immediately.

### **Signs of students who are possibly being drawn into extremist ideology**

- Spending increasing time in the company of other suspected extremists.
- Changing their style of dress and appearance to accord with the group.
- Their day-to-day behaviour becoming increasingly centred around an extremist ideology, group or cause.
- Loss of interest in other friends and activities not associated with the extremist ideology, group or cause.
- Possession of material or symbols associated with the extremist cause (e.g. the swastika for far right groups).
- Attempts to recruit others to the group/cause/ideology.
- Communications with others that suggest identification with a group/cause/ideology
- Clearly identifying another group as threatening what they stand for and blaming that group for all social or political ills.
- Using insulting or derogatory names or labels for another group.

- Speaking about the imminence of harm from the other group and the importance of action now.
- Expressing attitudes that justify offending on behalf of the group, cause or ideology.
- Condoning or supporting violence or harm towards others.
- Plotting or conspiring with others.

Click to open [The Prevent Strategy – Information for Parents and Carers](#)

### Vulnerable children

There may be a potential for early help for a child who:

- Is disabled and has specific additional needs
- Has special educational needs
- Is a young carer
- Is frequently missing
- Is misusing drugs/alcohol
- is in a family circumstance that presents challenges such as substance abuse or adult mental health
- Has returned home to their family from care.

## Visiting Speakers



# PROTOCOL FOR VISITING SPEAKERS

## A. Context

East Barnet School prides itself in providing students with inspirational learning experiences, both within normal lessons and beyond. A key aspect of this vision are visiting speakers. In recent years this has included a full spectrum of eminent scientists, such as Martin Rees (the Astronomer Royal), Steve Jones and James Crabbe, as well as notable people such as Matthew Barzun, the American Ambassador, Danny Cohen (Director of the BBC) and Eddie Mayer (Radio 4 Drive Time presenter). We also have a programme of author visits, which have recently included Candy Gourlay, Sonia Leong, Nicola Morgan, John Mayhew and Phil Earle.

## B. Principles

1. All visiting speakers must be aware of our school's values and the educational context in which they are speaking so that they do not unintentionally offend our community, or be perceived to be expressing views which are aimed at radicalising the young people in their audience.
2. All visiting speakers will be vetted by an appropriate member of staff to ensure that they do not have a track record which indicates they are likely to express views that may offend or encourage students into behaviours which are contrary to the school's values.

## C. Requirements

In order to adhere to the above principles, the procedure needs to be as follows:

1. Before inviting any guest speaker, a 'due diligence' exercise must be carried out to ensure that the person concerned does not have a track record of making speeches or presentations which would be in contravention of the school's values. This vetting procedure may include an internet search, conversations with other professionals who may have knowledge of the speaker, as well as a conversation with the proposed speaker to agree the theme and approximate content of their presentation.
2. If the 'due diligence' exercise does not raise any concerns, a 'Guest Speaker Form' should be completed and given to the Headteacher for final approval. If the relevant member of staff uncovers any information that causes them concern, they should consult with the Headteacher or another member of the Senior Leadership Team before going any further.
3. Once approved, safeguarding arrangements for the visit should include meeting the guest speaker at reception, accompanying him/her to the location of their speech/presentation.
4. After the presentation, a few notes should be added to the 'Evaluation' section of the approval form to capture the essence of the presentation.

**VISITING SPEAKER PROPOSAL FORM**

<b>Name of proposed visiting speaker</b>	
<b>Organisation (if applicable)</b>	
<b>Date(s) of proposed visit</b>	
<b>Staff organising the event</b>	
<b>Audience (no. of students, Year group, course etc)</b>	
<b>Topic of presentation/ purpose of visit</b>	

**Checklist for staff organising the event:**

<b>Consideration</b>	<b>Yes/ No</b>	<b>Details</b>
I have researched the speaker/ organisation and/or know them from previous events or from a recommendation.		
I have made the speaker aware of the school's 'Protocol for Visiting Speakers' and have considered any potential risks (e.g. controversial views, disruption, inappropriate subject matter).		

**Organiser:** \_\_\_\_\_  
Sign Date

**Approved by Headteacher** \_\_\_\_\_  
Sign Date

**Post-event Evaluation.**

**Staff:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Did the presentation fulfil your expectations?  Yes  No

Comments: \_\_\_\_\_

Have you contacted the speaker following the presentation to thank them and obtain feedback?   
 Yes  No

Comments: \_\_\_\_\_

Would you invite this speaker to lead other presentations in the future?  Yes  No

Comments: \_\_\_\_\_

Have you got any concerns with regards to the speaker's conduct?  Yes  No

Comments: \_\_\_\_\_



## Safeguarding abbreviations

EHA	Early Help Assessment	A process for gathering and recording information about a child for whom a practitioner has concerns in a standard format, identifying the needs of the child and how the needs can be met.
CP	Child Protection (Plan)	Where a Child Protection Conference determines that a child is at continuing risk of Significant Harm- A plan sets out how the <b>child</b> can be kept safe and the support required.
CIN	Child In Need (Plan)	When a single assessment is in progress or has been completed and a <b>child</b> and their family have identified needs that <b>require</b> support, either through continued social work intervention or through the provision of services
MASH	Multi Agency Safeguarding Hub	The single point of contact for all professionals to report safeguarding concerns.
KCSIE	Keeping Children Safe In Education	Safeguarding guidance published by the Department of Education.
WRAP	Workshop to Raise Awareness about Prevent	A Home Office initiative that was delivered so that we could play our part in stopping individuals becoming terrorists or supporting terrorism.
DSL	Designated Safeguarding Lead	The first point of contact for any member of the <b>school</b> staff who has a concern about the safety and wellbeing of a pupil.
FGM	Female Genital Mutilation	The ritual removal of some or all of the external female genitalia.
CSE	Child sexual exploitation	A form of sexual abuse that involves the manipulation and/or coercion of young people under the age of 18 into sexual activity.
CEOP	Child Exploitation and Online Protection	A command of the UK's <u>National Crime Agency (NCA)</u> , <sup>[1]</sup> and is tasked to work both nationally and internationally to bring online <u>child sex offenders</u> , including those involved in the production, distribution and viewing of <u>child abuse material</u> , to the UK courts
TAC	Team around the child	A meeting that can be called by any agency that has concerns about a child or young person with additional needs that they feel may require a response from more than one agency but without requiring statutory intervention.

## Government Guidance

East Barnet School will follow the government guidance contained in the document below when dealing with safeguarding of children in specific circumstances:

[child missing from education](#)

[child sexual exploitation \(CSE\)](#)

[bullying including cyberbullying](#)

[domestic violence](#)

[drugs](#)

[fabricated or induced illness](#)

[faith abuse](#)

[female genital mutilation \(FGM\)](#)

[forced marriage](#)

[gangs and youth violence](#)

[gender-based violence/violence against women and girls \(VAWG\)](#)

[mental health](#)

[private fostering](#)

[preventing radicalisation](#)

[sexting](#)

[teenage relationship abuse](#)

[trafficking](#)