

Wheatfields Infants' and Nursery School

Safeguarding Statement

Date Ratified: January 2014

Review Date: January 2015



Created by Wheatfields Infants' and Nursery School

Date Ratified:

Review Date:

Signed:

Position:

Date:



Wheatfields Infants' and Nursery School Safeguarding Statement

At Wheatfields Infants' and Nursery School the staff and governors are totally committed to the safety and welfare of all pupils, staff, volunteers and visitors to the school.

Parents send their children to school each day with the expectation that the school provides a safe and secure environment in which their children can flourish. To ensure this is a reality we have a wide range of measures and policies in place. The range of policies can be found on the school website or are available upon request from the school office (24 hours notice required).

In order to safeguard and promote the welfare of children, the school acts in accordance with current legislation and guidance from the DfE and the Local Authority.

In establishing rigorous safeguarding arrangements, we aim to maintain an environment where children, staff, volunteers and visitors feel safe and secure at all times.

Those with key responsibilities for Safeguarding at Wheatfields are -

Designated Senior Person	Jane Whitehurst	Headteacher
	Anna Chase	Assistant Headteacher
	Sarah Fitzgerald	Assistant Headteacher
Governor with responsibility for safeguarding	Hayley Gilbert	

Any of the above should be approached if there is a concern about a child, staff member or visitor to the school.

Key Safeguarding Policies

Child Protection

Through child protection procedures we aim to establish and maintain an environment where children feel secure, are encouraged to talk, and are listened to when they have a worry or concern. Also to ensure children know that there are adults in the school whom they can approach if they are worried. We aim to establish and maintain an environment where school staff and volunteers feel safe, are encouraged to talk and are listened to when they have concerns about the safety and well being of a child.

Bullying and Racism Policy

We are committed to ensuring that every child is educated in a safe, happy, caring and respectful environment. Bullying and racism is likely to adversely affect a child's sense of well being as well as the learning environment. As a consequence a child's educational progress and achievement can suffer, in some cases significantly, if not addressed.

We have produced two leaflets, given to all staff and volunteers, which summarise procedures for dealing with concerns relating to Child Protection and Bullying matters.

Staff Recruitment Policy

We are committed to ensuring the school appoints the very best people to posts in the school and that safe recruitment practices are rigorously enforced.

Positive Behaviour Policy

We endeavour to ensure that school is a stimulating, safe and happy place. It should be a structured and well managed community in which children have high self-esteem, self-respect and respect for others. Such an environment encourages the development of self discipline and creates responsible members of society. Through this policy, we aim to ensure that behaviour in the school is of a high standard and that pupils have the necessary tools to manage their own behaviour as well as to respond appropriately to others.

Health and Safety Policy

We are committed to promoting a healthy, safe and secure environment for all users of the school and its grounds. To achieve this we have written procedures for identifying, reporting and managing health and safety issues, which are understood by all staff and children and put into practice throughout the school.

Complaints and Whistleblowing Policy

Procedures are in place should any complaints be made or if any member of staff ever have any concerns about the behaviour or intentions of any person within the building, school grounds or within the proximity of children. In such case, they have a professional duty to inform the Headteacher or senior member of staff immediately.

There are a number of other policies, guidelines and aspects of the curriculum in place that are relevant with regard to the school's total commitment to safeguarding. These include -

Equality Scheme	School Visits Policy
Internet Safety	Physical Intervention
Data Protection	Freedom of Information
Accessibility Plan	Personal, Social and Health Education
Drugs and Sex Education	Medicines
Exclusions	Complaints

This statement is reviewed on an annual basis.

Date of most recent review	January 2014
Date of next review	January 2015

The following statements support the school's commitment to safeguarding

- We expect all staff and volunteers working in school to share our commitment to safeguarding.
- The Single Central Record is rigorously maintained and kept up to date.
- Staff attend training updates in Child Protection / Safeguarding every three years. The DSP and Assistant DSP attend annual refresher training.
- All visitors to the school must enter the school via the front door, report to Reception, sign in and wear a badge whilst in school.
- The school's Child Protection policy is known to all staff and is available to view on the school website and on Public Data.
- The school's Equality Scheme is known to all staff and is available to view on the school website and on Public Data.
- A cross section of staff receive First Aid at Work training at statutory intervals.
- All new appointments are subject to the receipt of a satisfactory enhanced CRB check. In addition, a safeguarding recruitment checklist is also completed.
- At least one member of staff and/or a governor with training in Safer Recruitment must be present at interviews.
- All visitors to the school who may engage in 'frequent and intensive' activity with children, and who may have unsupervised access to pupils, must have a satisfactory CRB check.
- As an employer, we are under a duty to refer to the Independent Safeguarding Authority, any member of staff who, following disciplinary proceedings, is dismissed because of misconduct towards a child and we may refer our concerns before the completion of the disciplinary process.
- Clear procedures are in place to address child protection, bullying and racism issues promptly. Staff use the HCC concerns form.
- Pupils know of adults they can approach if they have a concern or problem.
- Clear procedures are in place to work with pupils whose behaviour is challenging and may compromise their own, or others' safety and well being.
- Clear procedures are in place to ensure safe use of the internet in school and these are known to all pupils, staff and parents.
- Clear procedures are in place to manage complaints, concerns or allegations against staff.

- Clear procedures are in place to administer medicines in school.
- Clear procedures are in place for the provision of first aid and emergency aid, both within and outside school.
- Clear systems are in place to identify and support the most vulnerable pupils.
- Risk assessments are written if the school needs to assess whether the risks involved are reasonable, appropriate and manageable.
- The Headteacher, members of the governing body's Premises Committee and governors with responsibility for safeguarding, meet on a termly basis to assess school security and safety and to take action as required.
- Staff are aware of the school's policies regarding the use of physical intervention reducing allegations against staff.
- Staff are aware of the school's complaints, grievance and disciplinary procedures and these are available to view on Public Data.
- Curriculum coverage includes sex education, drugs education and a range of age appropriate life skills.
- All day trips and residential trips are carefully planned, authorised and detailed risk assessments are carried out.
- Staff, governors and volunteers working with children, are informed about the need for complete confidentiality and discretion, both within and outside school.
- New staff are subject to an induction programme.
- Staff are aware of and must adhere to the school's Professional Code of Conduct.
- A detailed annual plan ensures that the school's policies are systematically reviewed and updated.
- The school shares its commitment to safeguarding on adverts, documentation and the school's website, which will be seen by parents, visitors and prospective staff.
- We ask all visitors to the school to leave any mobile photographic equipment (eg mobile phones) in the school office.