

Education child protection

Child protection information for staff and volunteers
in schools, colleges and all settings where children
receive formal education.



This leaflet provides an overview of child protection and your broad responsibilities. It is not intended to replace the need for staff to know the relevant policies and procedures.

Definitions

Staff includes all adults working with children, in whatever capacity or setting, paid or unpaid.

Children includes children and young people under the age of 18.

School

- Includes any setting where children/ young people receive formal education.
- Staff in schools are well placed to notice possible signs of abuse because of the daily contact with children.
- All staff are responsible for reporting concerns about a child. Failure to do so could result in disciplinary action.
- All schools have a Designated Senior Person (DSP) to whom concerns should be reported. In their absence, there will be an appointed deputy for child protection to whom you should report.

Child abuse means

- Physical abuse
- Emotional abuse
- Sexual abuse
- Neglect,
of a child and young person under 18.

Signs of abuse may be

Obvious and sudden, such as:

- An injury.
- A child tells you they have been ill treated.
- A child is showing concern about the way an adult is behaving towards them.
- A child tells you about another child who is being mistreated, an adult tells you they are concerned about the abuse of a child.

Part of a picture over a longer period, such as:

- A child who is regularly dirty, unsuitably clothed or hungry.
- A child who is showing unusual behaviour for their age.
- Deterioration in work or lack of interest.
- A child who is isolated, distressed or angry.

What you should do?

- You must immediately report any concern about a child to the DSP.
- Record what has been noticed or said and sign and date it. Give this to the DSP.
- Keep what has happened confidential to as few people as possible who need to know.
- It is not your job to investigate concerns about a child or talk to the parents.

If a child tells you about abuse

- Treat what the child tells you seriously.
- Reassure the child they have done the right thing by telling you.
- Do not question the child or put words in their mouth.
- Do not promise to keep what they have said a secret.
- Tell the child you will have to pass on what they have said.
- Do not speak to the child's parents.
- Immediately report the information to the DSP.
- Record what the child has said, in their own words as far as possible, sign date it and give it to the DSP.

What happens next?

- The DSP will gather information and decide whether to refer to Children's Social Care.
- The social work team will decide on further action.
- The DSP should let you have some feedback.
- If you feel you cannot report the concerns to the DSP or their appointed deputy you must still take action and report the concerns to the head teacher, if the head teacher is not the DSP, or

- contact the Children's Duty Team of the Children and Young People's Service on 0116 305 0005.

Concerns about the conduct of a member of staff

- You must report to the head teacher any concern that indicates that a member of staff or a volunteer may be a risk to children.
- If the concern is about the head teacher you must report it to the Chair of Governors or, in their absence, contact the allegations manager as soon as possible on 0116 305 7597 or contact Children's Social Care directly.
- Record what you have noticed or what has been said and sign and date it.

Keep the matter confidential

Contacts

First Response Children's Duty (for all referrals and advice)

Tel: 0116 305 0005

Fax: 0116 305 0011

Emergency Duty Team (out of hours emergencies)

0116 305 0005

Leicester City (for those children living within the city)

0116 252 7004

Rutland (for those children living in Rutland)

01572 722577 ext 8407

Allegations Manager

0116 305 7597