



Thomas Muir Primary School

2.1 Safeguarding and Child Protection

Arrangements for safeguarding, including child protection

We have clear, appropriate and up-to-date policies and procedures in place to ensure the safeguarding of children and young people, including child protection.

The school follows the Education and Social Work Directorate Child Protection Policies and Procedures (Updated April 2019).

The school has a named Safeguarding and Child Protection Co-ordinator – Annamarie McIntosh, Head Teacher. In the absence of the Head Teacher, this role is assumed by Jennifer Law, Depute Head Teacher.

The senior leadership team participate in regular professional learning and are confident in responding to any child protection or safeguarding issue. This includes e-safeguarding, child sexual exploitation, trafficking of children, female genital mutilation, children with disabilities, extremism and potentially problematic sexual behaviour. Arrangements for contacting Advice and Response at Social Work to discuss a concern, make a child in need referral or a child protection referral are well understood and applied by the senior leadership team. The Head Teacher and Depute Head have participated in Child Protection Intensive Level Training (June 2019). Aims and Objectives of the training were as follows:

Aims: To develop a workforce that is aware of individual and collective roles and responsibilities regarding child protection, and has the appropriate skills and confidence to respond to child protection concerns in line with their job function and the National Child Protection Learning and Development Framework 2012.

Objectives: By the end of the session you will have an understanding of:-

- Our local strategic and operational approach to Child Protection
- The roles, functions and skills required from the Named Person / Lead Professional.
- Relevant statutory powers, duties and legal issues.
- When a child protection plan is needed, the components that make up the plan and the way this will be implemented.
- Other agencies with a role in meeting the needs of a child, young person or other family member where there are child protection issues.

- The importance of relevance, proportionality and 'need to know' in terms of recording and data sharing.

You will also be able to:

- Ensure that appropriate emergency action is taken to protect a child or young person.
- Initiate and participate in a child protection enquiry with other relevant workers, including an initial / inter-agency referral discussion.
- Discuss and consider child protection issues with other relevant workers.
- Undertake work with complex cases on a single and multi-agency basis.
- Provide informed advice and support to others about child protection issues.

The Head Teacher and Depute Head attend CP update meetings.

All staff participate in regular training to revisit key messages and procedures in relation to child protection. They know that it trumps all other business!

Safeguarding in the Online World

The school works in partnership with Stuart Coulter, School Campus Officer, to deliver messages about e-safeguarding. In Sessions 2018/19 and 19/20, PC Coulter met with the Head Teacher to plan sessions with pupils in P4 – P7. Sessions were delivered through assemblies and class learning visits. Keeping safe in the online world is included in our Health & Wellbeing curriculum and is a learning focus for health week. The school has promoted e-safeguarding with parents/carers through newsletters and our school twitter feed.

Keeping Myself Safe is explored through Sexual Health, Relationships and Parenthood programme of study.

Arrangements to ensure wellbeing

The ethos and vision of the school strongly promotes equality and challenges all forms of discrimination.

All children have a named link person in the senior leadership team as follows:

P1 – P3	Jennifer Law
P4	Maria McAllsiter
P5 and P7	Annamarie McIntosh
P6	Joy Roberts

Children and young people know that they can ask to meet with their link SLT person.

Class teachers and link SLT members track wellbeing. Children are involved in decision making through TAC meetings. On a wider level, they are involved in decision making about the school through pupil leadership groups and committees. The school has an annual RespectMe week to engage children

in learning about anti-bullying. The school also has an annual Autism Awareness week.

Wellbeing concerns are recorded in pastoral notes.

Resilience and self-regulation is taught through the PATHS curriculum.

Responsible citizenship is promoted in many ways, including the social studies curriculum, RME curriculum, Health and Wellbeing curriculum and wider opportunities including charity work.

Managing the healthcare needs of pupils

The school follows EDCs Administration of Medicines in School policy.

A **Medication** folder is securely stored in the school office. This includes:

- An overview of children who have recorded conditions on the Seemis system
- An overview of high profile medical conditions
- Staff first aid certificates
- A copy of all forms from parents/carers to request medication
- NHS information leaflets about conditions

A **Parent Calls – Medical** folder is securely stored in the school office. This includes an overview of the child's name, date/time, what happened, where it happened, what treatment, if any, was given, parent calls and the staff member who responded.

National guidance and legislation

Children are safe and feel safe in school. The school has clear policies and procedures for every eventuality, including health & safety, anti-bullying, first aid and dealing with complaints.



Thomas Muir Primary School

Safeguarding and Child Protection Policies and Procedures

Policy/Procedure	Date
Education and Social Work Directorate Child Protection Policies and Procedures (Updated April 2019)	Updated April 2019
Shared Referral Form – Child Protection/Vulnerable Young Persons (Updated August 2019)	Updated August 2019
Guidance on Child Sexual Exploitation	
EDC Anti-Bullying Policy and Guidance	Updated Feb 2019
TMPS Anti-Bullying Guidelines	October 2017
RespectMe Advice Notes	Ongoing
TMPS Attendance and Latecoming Policy	2017
TMPS Parking Charter	2017
Excursions Policy	March 2017
TMPS First Aid Policy	September 2019
First Aid and Medical Records are stored securely in the school office	Ongoing
EDC Complaints Handling Procedure	2012
Managing the Healthcare Needs of Pupils – The Administration of Medicines in School	2004
EDC Health & Safety at Work Policy	October 2018
Duty Holder Responsibilities	
TMPS Fire Evacuation Plan	August 2019
Administration of Medicines Policy	
Business Continuity Plan	August 2018
Critical Incidents Policy	
Anti Weapon/Knife Crime in Schools	May 2017
EDC Violence in the Workplace Policy	
Safeguarding Procedures, including latecoming and attendance policy	Various