

*St Teresa's RC Primary School  
Safeguarding Policy*



*St Teresa's RC Primary school*

*Safeguarding Children / Child Protection Policy*

In all cases of actual or suspected abuse the Designated Safeguarding Lead must be informed and Darlington Local Authority Child Protection Procedures followed

The Designated Safeguarding Lead (the Designated Person in school for Child Protection) is:
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Name: Mrs Paula Strachan
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In her absence the Designated Safeguarding Leads are:
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Name: Mrs Fiona Lindsay (DHT) and Mrs Emma Sutton (SENCO)
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The Governor for Child Protection is:
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Name: Mrs Tracy Laycock
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The Designated Person for Looked After Children in the School is:
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Name: Mrs Paula Strachan
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Relevant Documentation

When reading this policy, please be aware of the following related documents which work alongside it.

- Working Together to Safeguard Children - March 2015
- Keeping Children Safe in Education - July 2015
- What to do if you are Worried a Child is Being Abused - March 2015
- Counter Terrorism and Security Act 2015
- Framework for the Assessment of Children in Need and their Families – DoH (2000).
- The Education Act 2002 Sections 157/175
- Children Act 1989
- Children Act 2004
- Childcare Act 2006, Section 43
- Safeguarding Vulnerable Groups Act 2006
- The procedures of the Darlington Local Safeguarding Children Board

St Teresa's RC Primary School fully recognises its responsibilities for child protection. Our aim is to ensure that our school family learn, serve and prayer in a Catholic community helping all children to become the best that they can be.

**Safeguarding children is the responsibility of everyone. Everyone who comes into contact with children and their families has a role to play.**

Safeguarding and promoting the welfare of children is defined by Working Together to Safeguard Children, July 2015 as:

- Protecting children from maltreatment
- Preventing impairment of children's health and development
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care
- Taking action to enable all children to have the best outcomes.

St Teresa's RC Primary school recognises the responsibilities and the duty placed upon it to have arrangements to safeguard and promote the welfare of all students at the School. We believe that all children and young people should:

- Have the right to be protected from harm and / or abuse
- Have the opportunity to develop fully
- Have their basic needs met.

### **Statement of Intent**

We recognise that abuse occurs to children of all ages, both sexes, different races and cultures, and occurs in all social classes.

We acknowledge that because of their day-to-day contact with children, staff are extremely well placed to observe outward signs of abuse.

This policy applies to all staff, members of the Governing Body and other agencies or volunteers working in schools.

### **Training**

St Teresa's has a Designated Safeguarding Lead who has undertaken Level 2 Child Protection training which is regularly updated (at least every 2yrs).

The DHT and SENCO are both ready to act in the Designated Safeguarding Lead's absence, they have also received training which is regularly updated.

There is a nominated Governor for child protection.

All members of staff receive Level 1 training (at least every 3yrs) to develop their:

- Understanding of signs and indicators of abuse

- Understanding of how to respond to a pupil who discloses abuse
- Understanding of the procedures to be followed in sharing a concern of possible abuse or a disclosure of abuse

New staff, supply staff and volunteers are advised of the School's safeguarding and child protection arrangements, and contact details of the Designated Safeguarding Lead, as part of their induction into the school.

Every member of staff, volunteer and member of a Local Governing Body knows the name of the Designated Safeguarding Lead and their role.

## **Records**

St Teresa's recognises that well-kept records are essential to good child protection practice. Child protection records are kept in the headteachers office, in a locked cupboard.

## **Responsibilities of the Headteacher**

The Headteacher will:

- Ensure that the safeguarding policies and procedures are fully implemented and followed by all staff.
- Ensure that appropriate members of staff have received training on the use of the Common Assessment Framework (a standardised early assessment), and that they are able to identify any additional needs that a student may have so that they may receive appropriate support at an early stage.
- Ensure that appropriate staff participate and liaise in multi-agency safeguarding arrangements and processes.
- Ensure that there is an identified senior manager to take on the above responsibilities in the absence of the Headteacher.
- Be responsible for receiving allegations against staff and volunteers.
- Record details of all allegations against staff and volunteers.
- Referring all cases of suspected abuse to the local authority children's social care and:
  - i. The local authority designated officer (LADO) for child protection concerns (all cases which concern a staff member)
  - ii. Disclosure and Barring Service (in cases where a person is dismissed or left due to risk/harm to a child); and/or
  - iii. Police (cases where a crime may have been committed)
- Act as a source of support, advice and expertise to staff on matters of safety and safeguarding and when deciding whether to make a referral by liaising with relevant agencies
- Following up any such referral to the Children's Social Services duty team in writing within 48 hours.
- Ensuring that detailed and accurate written records of concerns about a child are kept, even if there is no need to make an immediate referral.
- Ensuring that all such records are kept confidentially, securely and are separate from student records.
- Acting as a focal point for staff concerns and liaising with other agencies and professionals.
- Monitoring individual child protection cases including the number of children on the child protection register.

- Notifying Children’s Social Services if there is an unexplained period of absence for any student who is the subject of a Child Protection Plan of more than 2 days.
- Notifying a child’s social worker without delay of any new concern or relevant information about a child who is the subject of a Child Protection Plan.
- Where there is uncertainty as to how to proceed in a potential child protection situation, seeking advice from Children’s Social Services.
- Developing effective links with relevant agencies and co-operating as required with their enquiries regarding child protection matters.
- Attending case conferences, family support meetings, core groups, or other multi-agency planning meetings; and contributing to the Framework for Assessments process.
- Attending the training provided specifically for Designated Safeguarding Leads at least once every two years.
- Ensuring that all staff receive appropriate training once every three years and on arrival at the School.
- To establish and follow the correct procedures when an allegation is made against a member of staff, volunteer or other agency working in the School.
- Providing support for staff emotional wellbeing
- Ensure staff are updated regularly on current child protection issues and to provide a forum for the development of good practice.
- Providing an annual report for the Governing Body, detailing any changes to the policy and procedures; training undertaken by the designated persons, and by all staff and Governors; and the number of children who have a “Child Protection Plan”.
- Assuming responsibility for ensuring that procedures are carried out in line with this policy.

The Designated Safeguarding Lead will act as the Prevent Duty Single Point of Contact (SPOC) and fulfil the role and responsibilities detailed at **Annex A**.

In the absence of the Designated Safeguarding Lead there is at least one other member of staff trained and capable of fulfilling the above responsibilities.

### **Responsibilities of Looked After Children Co-ordinator**

The Designated safeguarding lead is responsible for our looked after children. She will promote the educational achievement of children. She will ensure that staff have the skills, knowledge and understanding necessary to keep looked after children safe. In particular, she will ensure that appropriate staff have the information they need in relation to a child’s looked after legal status (whether they are looked after under voluntary arrangements with consent of parents or on an interim or full care order) and contact arrangements with birth parents or those with parental responsibility. She will have information about the child’s care arrangements and the levels of authority delegated to the carer by the authority looking after him/her.

### **Responsibilities of the Child Protection Lead**

The Safeguarding lead will:

- be responsible for developing an in depth understanding of safeguarding and child protection policies and procedures
- ensure that policies and procedures are up to date
- champion child protection and safeguarding issues

- ensure that governors receive regular safeguarding and child protection training

### **Responsibilities of the Governor for Child Protection**

The Governing Body fully recognises its responsibilities with regard to child protection and to safeguarding and promoting the welfare of children and young people.

The nominated governor will:

- work with staff to monitor the school's policy and practice regarding child protection, including checking that the single central record for staff is complete and up to date, and checking that all staff have received appropriate training in child protection.
- champion child protection and safeguarding issues

### **Responsibilities of the teaching, volunteer and non-teaching staff in the School**

The *Teacher Standards 2012* state that teachers, including headteachers, should safeguard children's wellbeing and maintain public trust in the teaching profession as part of their professional duties.

The responsibilities of the teaching, volunteer and non-teaching staff are to:

- Provide a safe environment in which children can learn
- Identify children who may be in need of extra help or who are suffering, or are likely to suffer, significant harm. All staff then have a responsibility to take appropriate action, working with other services as needed.
- Undertake appropriate training in relation to safeguarding and promoting the welfare of children.
- Be aware of systems within their school or college which support safeguarding and these should be explained to them as part of staff induction.
- Deal with all incidents in line with the safeguarding policy.

In all cases relating to child protection the Designated Safeguarding Lead will work with other staff who know and work with the child in question, in order to identify the most successful way of dealing with the child protection need. Relevant staff may, depending on the nature of the child protection issue, be asked to support social workers to take decisions about individual children including attendance at children's social service reviews and case conferences in relation to named children, although the Designated Safeguarding Lead will need to have accurate information and feedback in relation to these meetings. Decisions regarding child protection will ultimately rest with the Designated Safeguarding Lead.

Knowing what to look for is vital to the early identification of abuse and neglect. If staff members are unsure they should always speak to the designated safeguarding lead. In exceptional circumstances, such as in emergency or a genuine concern that appropriate action has not been taken, staff members can speak directly to children's social care.

### **Dealing with Disclosures of Abuse**

If a child chooses to tell a member of staff about possible abuse there are a number of things that should be done to support the child:

- stay calm and be available to listen
- listen with the utmost care to what the child is saying
- question normally without pressurising
- don't put words into the child's mouth but note the main points carefully
- keep a full record – date, time what the child did and say, see 'disclosure forms' located in the headteacher's office
- reassure the child and let them know they were right to inform us
- inform the child that this information will now have to be passed on
- immediately inform the Designated Safeguarding Lead.

## **Confidentiality and Information Sharing**

We recognise that all matters relating to child protection are confidential.

The Designated Safeguarding Lead will disclose personal information about a child to other members of staff on a need to know basis only.

All staff must be aware that they cannot promise a student to keep secrets which might compromise the student's safety or well-being, or that of another student. If a student confides in a member of staff and requests that the information is kept secret, the member of staff must tell the student sensitively that s/he has a responsibility to refer cases relating to alleged abuse to the appropriate agencies for the student's sake. Within this context, the student should be assured that the matter will only be discussed with people who need to know about it and that they will treat the matter confidentially.

In cases where abuse is suspected or alleged, teachers and other members of staff must share this concern immediately with the Designated Safeguarding Lead.

The School will always undertake to share any intention to refer a child to Children's Social Services with their parents / carers **unless to do so could put the child at greater risk of harm, or impede a criminal investigation.**

## **Allegations against staff**

All staff must take care not to place themselves in an inappropriate position with a child. Where possible, work with individual students should be conducted in the view of other adults. If staff members have concerns about another staff member then this should be referred to the Headteacher.

All staff are referred to the Code of Conduct for Employees, with reference to conduct.

If a child makes an allegation against a member of staff, the member of staff receiving the allegation will immediately inform the Headteacher or the most senior member of staff if the Headteacher is not present. Allegations will always involve a discussion with the Local Authority Designated Officer.

In all cases where the allegation or suspicion of child abuse involves the Designated Safeguarding Lead, other members of staff must share the concerns with the deputy headteacher who will inform the Local Authority Designated Officer.

We will ensure that any disciplinary proceedings against staff relating to child protection matters are concluded in full even when the member of staff is no longer employed and that notification of any

concerns is made to the relevant authorities and professional bodies and included in references where applicable.

## **Allegations of abuse made against other Children**

We believe that all children have a right to attend school and learn in a safe environment. Children should be free from harm by adults in the school and other children. We recognise that some students will sometimes negatively affect the learning and wellbeing of others and their behaviour will be dealt with under the school's Behaviour Policy. Occasionally, allegations may be made against students by others in the school, which are of a safeguarding nature. Safeguarding issues raised in this way may include physical abuse, emotional abuse, sexual abuse and sexual exploitation. 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 attend inappropriate parties
- photographing or videoing other children performing indecent acts

When an allegation is made by a pupil against another child, members of staff should consider whether the complaint raises a safeguarding concern. If there is a safeguarding concern the Designated Safeguarding Lead should be informed.

A factual record should be made of the allegation, but no attempt at this stage should be made to investigate the circumstances. The DSL will contact social services to discuss the case. The DSL will follow through the outcomes of the discussion and make a social services referral where appropriate. The DSL will make a record of the concern, the discussion and any outcome and keep a copy in the safeguarding file.

If the allegation indicates a potential criminal offence has taken place, the police should be contacted at the earliest opportunity and parents informed (of both the student being complained about and the alleged victim).

In some cases it may be appropriate to exclude the pupil being complained about for a period of time according to the school's behaviour policy and procedures.

Where neither social services nor the police accept the complaint, a thorough school investigation should take place into the matter using the school's usual disciplinary procedures.

In situations where the school considers a safeguarding risk is present, a risk assessment should be prepared along with a preventative, supervision plan.

The plan should be monitored and a date set for a follow-up evaluation with everyone concerned.

### **Monitoring and Record Keeping**

It is essential that accurate records be kept where there are concerns about the welfare of a child. These records should then be kept securely in the headteachers office. It is important to recognise that there is no authorisation or requirement to disclose to parents any written information relating to Child Protection.

Staff must be aware and report issues relating to:

- poor attendance and punctuality
- concerns about appearance and dress
- changed or unusual behaviour
- concerns about health and emotional well being
- deterioration in educational progress
- discussions with parents about concerns relating to their child
- concerns about home conditions or situations
- concerns about pupil on pupil abuse (including serious bullying)

When there is suspicion of significant harm to a child and a referral is made as much information as possible should be given about the nature of the suspicions, the child and the family. Use of previous records (if available) may prove to be particularly useful in this respect.

### **Supporting Vulnerable Children and Young People**

All children and young people require safeguarding but it is recognised that certain groups are particularly vulnerable to harm including:

- Children with Special Educational Needs
- Children with disabilities
- Children who substance misuse
- Young carers
- Looked After Children/Child Protection Plan
- Children who witness Domestic Abuse
- Children of substance misusing parents
- Children Missing from Education

We recognise that children who are abused or witness abuse may find it difficult to develop a sense of self-worth and to view the world as benevolent and meaningful. They may feel helplessness, humiliation and some sense of self-blame. Their school may be the only stable, secure and predictable element of the lives of children at risk. Nevertheless, when at school their behaviour may be challenging and defiant or they may be withdrawn. Some children actually adopt abusive behaviours and that these children must be referred on for appropriate support and intervention.

The School will endeavour to support vulnerable students through:

- Delivering curriculum opportunities which may help them to understand personal circumstances and situations.
- Providing a positive ethos through which the student can be supported, feel secure and valued.
- The application of the behaviour and discipline policy, which is aimed at supporting vulnerable students. The School will ensure that the student knows that some behaviour is unacceptable but at the same time they are valued, and are not to be blamed for any abuse which has occurred.
- Liaison with other agencies that support the students for example Children's Social Services, Child and Adolescent Mental Health Service, Education Welfare Service and Educational Psychology.
- A commitment to develop productive and supportive relationships with parents whenever it is in a pupil's best interest to do so.
- Vigilantly monitoring children's welfare, keeping records and notifying pastoral staff and/or Children's Social Services as soon as there is a recurrence of a concern.

The School will therefore:

- Establish and maintain an ethos, which is understood by all staff, which enables students to feel secure and encourages them to talk knowing that they will be listened to.
- Ensure that all students know there is an adult in the School whom they can approach if they are worried or in difficulty.
- Provide opportunities across the curriculum, which equip children with the skills they need to stay safe from harm and to know to whom they should turn for help.

## **Specific Safeguarding Issues**

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

A child going missing from education is a potential indicator of abuse or neglect. It is essential that all staff are alert to signs to look out for and the individual triggers to be aware of when considering the risks of potential safeguarding concerns such as travelling to conflict zones, FGM and forced marriage.

Schools will inform their local authority of any pupil who is going to be deleted from the admission register where they:

- have been taken out of school by their parents and are being educated outside the school system e.g. home education;
- have ceased to attend school and no longer live within reasonable distance of the school at which they are registered;
- have been certified by the school medical officer as unlikely to be in a fit state of health to attend school before ceasing to be of compulsory school age, and neither he/she nor his/her parent has indicated the intention to continue to attend the school after ceasing to be of compulsory school age;

- are in custody for a period of more than four months due to a final court order and the proprietor does not reasonably believe they will be returning to the school at the end of that period; or,
- have been permanently excluded.

Schools will inform the Local Authority of any pupil who fails to attend school regularly, or has been absent without the school's permission for a continuous period of 10 school days or more.

### **Child Sexual Exploitation (CSE)**

Child sexual exploitation involves exploitative situations, contexts and relationships where young people receive something (for example food, accommodation, drugs, alcohol, gifts, money or in some cases simply affection) as a result of engaging in sexual activities. Sexual exploitation can take many forms ranging from the seemingly 'consensual' relationship where sex is exchanged for affection or gifts, to serious organised crime by gangs and groups. What marks out exploitation is an imbalance of power in the relationship. The perpetrator always holds some kind of power over the victim which increases as the exploitative relationship develops. Sexual exploitation involves varying degrees of coercion, intimidation or enticement, including unwanted pressure from peers to have sex, sexual bullying including cyberbullying and grooming. However, it is also important to recognise that some young people who are being sexually exploited do not exhibit any external signs of this abuse.

### **Female Genital Mutilation**

Female Genital Mutilation (FGM) comprises all procedures involving partial or total removal of the external female genitalia or other injury to the female genital organs. It is illegal in the UK and a form of child abuse with long-lasting harmful consequences.

From October 2015 teachers will have a statutory duty, **along with social workers and healthcare professionals, to report to the police** where they discover (either through disclosure by the victim or visual evidence) that FGM appears to have been carried out on a girl under 18. Unless the teacher has a good reason not to, they should still consider and discuss any such case with the school's Designated Safeguarding Lead and involve children's social care as appropriate. Those failing to report such cases will face disciplinary sanctions. It will be rare for teachers to see visual evidence, and they should not examine pupils.

### **Tackling Extremism and Radicalisation**

Section 26 of the Counter Terrorism and Security Act 2015 requires that our schools 'must have due regard to the need to prevent people from being drawn into terrorism' - [Prevent Duty Guidance](#)

Protecting children from the risk of radicalisation will be seen as part of schools' wider safeguarding duties, and is similar in nature to protecting children from other forms of harm and abuse. During the process of radicalisation it is possible to intervene to prevent vulnerable people being radicalised.

Radicalisation refers to the process by which a person comes to support terrorism and forms of extremism. Extremism is defined by Government in its Prevent Strategy as 'vocal or active opposition to fundamental British values, including democracy, the rule of Law, individual liberty and mutual respect and tolerance of different faiths and beliefs. Also included in the definition of extremism are calls for the death of members of our armed forces.

There is no single way of identifying an individual who is likely to be susceptible to an extremist ideology. It can happen in many different ways and settings. Specific background factors may contribute to vulnerability which are often combined with specific influences such as family, friends or online, and with specific needs for which an extremist or terrorist group may appear to provide an answer. The internet and the use of social media in particular has become a major factor in the radicalisation of young people. **Annex C** describes the indicators of vulnerability to radicalisation.

As with managing other safeguarding risks, staff should be alert to changes in children's behaviour which could indicate that they may be in need of help or protection. School staff should use their professional judgement in identifying children who might be at risk of radicalisation and act proportionately which may include making a referral to the Channel programme. Channel is a programme which focuses on providing support at an early stage to people who are identified as being vulnerable to being drawn into terrorism. It provides a mechanism for schools to make referrals if they are concerned that an individual might be vulnerable to radicalisation. Further information on the Channel Programme can be found in the [Channel Duty Guidance April 2015](#)

Extremist organisations can develop and popularise ideas which create an environment conducive to violent extremism and terrorism. Education can be a powerful tool, equipping young people with the knowledge, skills and reflex to think for themselves, to challenge and to debate; and giving young people the opportunity to learn about different cultures and faiths and, to gain an understanding of the values we share and therefore to tackle the growth of extremist views. We will support young people in this: providing a safe environment for discussing controversial issues and helping young people understand how they can influence and participate in decision-making.

We will facilitate understanding of wider issues within the context of learning about the values on which our society is founded and our system of democratic government. We recognise our duty to promote community cohesion and we will provide pupils the opportunity to learn about different cultures and faiths and to debate shared values, so as to enable them to become involved in decision-making about important and real issues.

We will:

- assess the risk of children being drawn into terrorism including support for extremist ideas that are part of terrorist ideology. The Designated Safeguarding Lead acting in their capacity as the Prevent Single Point of Contact will assess on an annual basis the level of risk within the school.
- provide Prevent awareness training to equip staff to identify children at risk of being drawn into terrorism and to challenge extremist ideas
- work in partnership with other local organisations
- ensure that children are safe from terrorist and extremist material when accessing the internet in school and teaching pupils the importance of online safety

Further detail on specific safeguarding issues is attached at **Annex D**.

## Parental Involvement

It is important that all parents/carers understand the responsibilities placed on the School and staff for child protection, and in particular the need to:

- Safeguard and promote the welfare of children.
- Share information and work in partnership with other agencies when there are concerns about a child's welfare.

In general the School will seek to discuss any concerns about a student's welfare with the family and, where possible, seek their agreement to making referral to Children's Social Services. **However this will only be done where it will not place a student at increased risk of significant harm.**

## Monitoring, Evaluation and Review

This policy will be reviewed yearly or in light of any changes in legislation and/or guidance.

## **Darlington Multi-Agency Safeguarding Hub**

If you have a concern regarding a child or young person, please contact the Children's Access Point:

01325 406222 or email: [childrensaccesspoint@darlington.gcsx.gov.uk](mailto:childrensaccesspoint@darlington.gcsx.gov.uk)

Safeguarding Children Telephone: 01325 742020

Referral forms are available from:

<http://www.darlington.gov.uk/education-and-learning/local-safeguarding-children-board/>

### **Out of hours:**

Emergency Duty Team: Tel: 08702 402994

### **In an emergency:**

Dial 999 and report the incident to the relevant services (police, fire and rescue or ambulance)

## **Darlington Local Safeguarding Children Board**

The Business Unit staff are based at North Lodge, Gladstone Street, Darlington, DL3 6JX

- Darlington's Designated Officer at the Local Authority is Amanda Hugill

Telephone: 01325 388888 - 406450

Email: Heidi.Gibson@darlington.gov.uk

Safeguarding Children's Officer: Joanna Conway

Email: Joanna.Conway@darlington.gov.uk

Telephone: 01325 406222

## Other useful contacts

### **Diocesan Safeguarding Team**

Telephone **0191 243 3305** Monday to Friday 8.30 am to 4.30 pm

Email [safeguarding@diocesehn.org.uk](mailto:safeguarding@diocesehn.org.uk)

**Paul Young** - Diocesan Safeguarding Coordinator

**Julia Freer** - Safeguarding Administrator

**Maria Robson** - Safeguarding Administrative Assistant

### **Catholic Safeguarding Advisory Service (CSAS)**

Telephone: 0121 237 3740

[www.csas.uk.net](http://www.csas.uk.net)

**NSPCC** Telephone: 0808 800 5000

[www.nspcc.org.uk](http://www.nspcc.org.uk)

**Child Line** Telephone: 0800 1111

[www.childline.org.uk](http://www.childline.org.uk)

**Stop it Now Helpline** Telephone: 0808 1000 900

[www.stopitnow.org.uk](http://www.stopitnow.org.uk)

### **National Domestic Violence Helpline**

Telephone: 0808 2000 247

[www.womensaid.org.uk](http://www.womensaid.org.uk)

<http://www.cedar.uk.net/>

**Family Action** Telephone: 020 7254 6251

<http://www.family-action.org.uk>

**Due Diligence and Counter Extremism Group (DDCEG)** Helpline - (020 7340 7264). For school staff and governors to raise concerns relating to extremism directly and in confidence.

### **Darlington Durham Prevent Officer**

Sgt Jayne Freeman

[Jayne.freeman@durham.pnn.police.uk](mailto:Jayne.freeman@durham.pnn.police.uk)

DC Steve Holden

[Steven.holden@durham.pnn.police.uk](mailto:Steven.holden@durham.pnn.police.uk)

Direct dial 0191 375 2905

### **Cleveland Police - Counter Terrorism**

Communities and Partnerships Team

Email: [mailto:communities&partnerships@cleveland.pnn.police.uk](mailto:mailto:communities&partnerships@cleveland.pnn.police.uk)

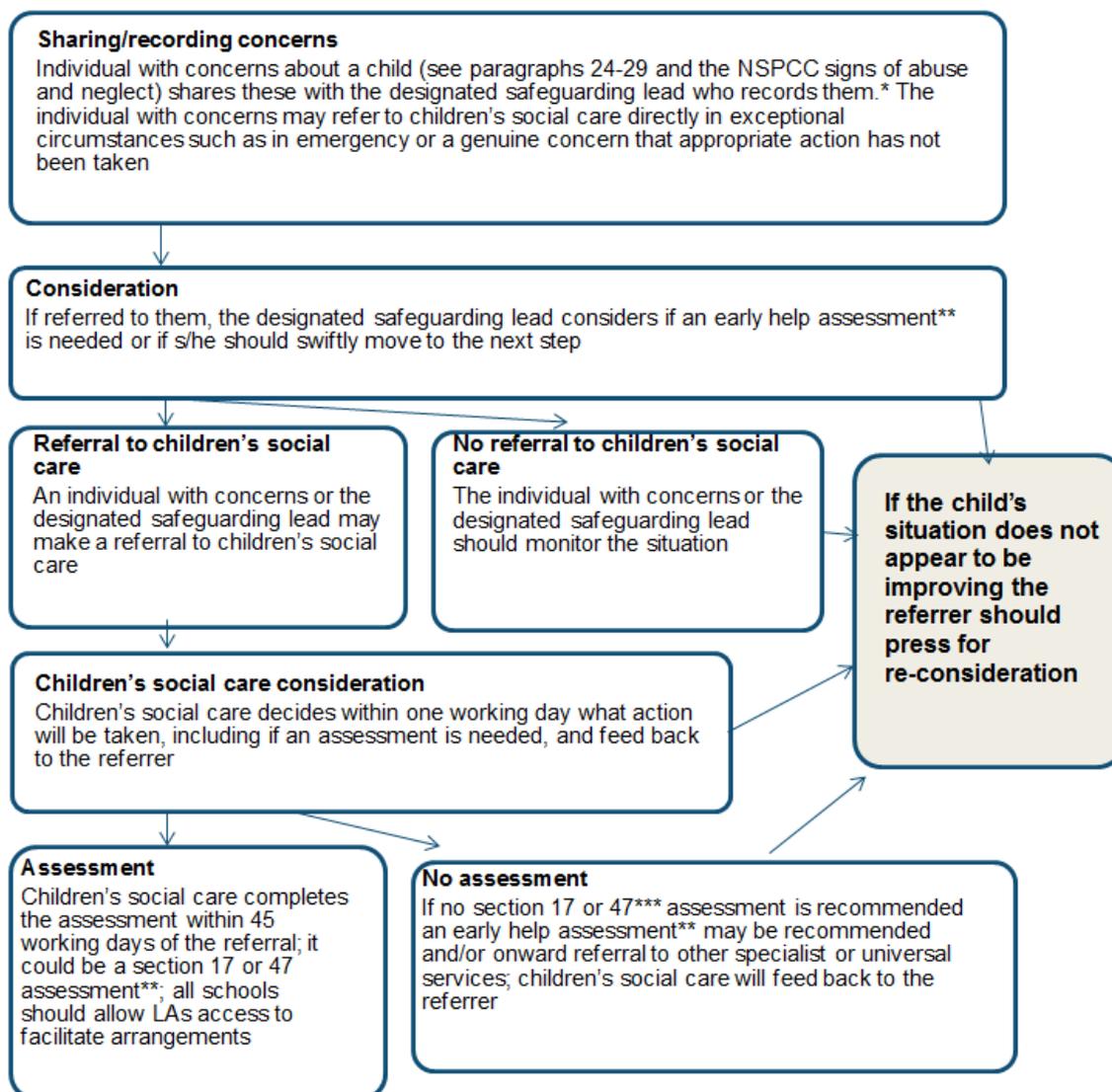
To report illegal information, picture or videos found on the internet [www.gov.uk/report-terrorism](http://www.gov.uk/report-terrorism). Anti-terrorist hotline: 0800 789321

## **ROLES AND RESPONSIBILITIES OF THE SINGLE POINT OF CONTACT (SPOC)**

- Ensuring that staff of the school are aware that you are the SPOC in relation to protecting students/pupils from radicalisation and involvement in terrorism;
- Maintaining and applying a good understanding of the relevant guidance in relation to preventing students/pupils from becoming involved in terrorism, and protecting them from radicalisation by those who support terrorism or forms of extremism which lead to terrorism;
- Raising awareness about the role and responsibilities of the School in relation to protecting students/pupils from radicalisation and involvement in terrorism;
- Monitoring the effect in practice of the school's curriculum to ensure that they are used to promote community cohesion and tolerance of different faiths and beliefs;
- Raising awareness within the school about the safeguarding processes relating to protecting students/pupils from radicalisation and involvement in terrorism;
- Acting as the first point of contact within the school for case discussions relating to students / pupils who may be at risk of radicalisation or involved in terrorism;
- Collating relevant information from in relation to referrals of vulnerable students / pupils into the Channel process;
- attending Channel meetings as necessary and carrying out any actions as agreed;
- Reporting progress on actions to the Channel; and
- Sharing any relevant additional information in a timely manner.

## ACTION WHEN A CHILD HAS SUFFERED OR IS LIKELY TO SUFFER HARM

This diagram illustrates what action should be taken and who should take it where there are concerns about a child. If, at any point, there is a risk of immediate serious harm to a child a referral should be made to children's social care immediately. **Anybody can make a referral.** \*



\*In cases which also involve an allegation of abuse against the staff member, see part four of this guidance which explains action the school or college should take in respect of the staff member.

\*\* Where a child and family would benefit from coordinated support from more than one agency (e.g. education, health, housing, police) there should be an inter-agency assessment. These assessments should identify what help the child and family require to prevent needs escalating to a point where intervention would be needed via a statutory assessment under the Children Act 1989. The early help

assessment should be undertaken by a lead professional who could be a teacher, special educational needs coordinator, General Practitioner (GP), family support worker, and/or health visitor.

\*\* Where there are more complex needs, help may be provided under section 17 of the Children Act 1989 (children in need). Where there are child protection concerns local authority services must make enquiries and decide if any action must be taken under section 47 of the Children Act 1989, see Chapter 1 of Working Together to Safeguard Children 2015 for more information.

## Annex C

### INDICATORS OF VULNERABILITY TO RADICALISATION

1. Radicalisation refers to the process by which a person comes to support terrorism and forms of extremism leading to terrorism.
2. Extremism is defined by the Government in the Prevent Strategy as: Vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs. We also include in our definition of extremism calls for the death of members of our armed forces, whether in this country or overseas.
3. Extremism is defined by the Crown Prosecution Service as:  
The demonstration of unacceptable behaviour by using any means or medium to express views which:
  - Encourage, justify or glorify terrorist violence in furtherance of particular beliefs;
  - Seek to provoke others to terrorist acts;
  - Encourage other serious criminal activity or seek to provoke others to serious criminal acts; or
  - Foster hatred which might lead to inter-community violence in the UK.
4. There is no such thing as a “typical extremist”: those who become involved in extremist actions come from a range of backgrounds and experiences, and most individuals, even those who hold radical views, do not become involved in violent extremist activity.
5. Pupils may become susceptible to radicalisation through a range of social, personal and environmental factors - it is known that violent extremists exploit vulnerabilities in individuals to drive a wedge between them and their families and communities. It is vital that school staff are able to recognise those vulnerabilities.
6. Indicators of vulnerability include:

**Identity Crisis** – the student / pupil is distanced from their cultural / religious heritage and experiences discomfort about their place in society;

**Personal Crisis** – the student / pupil may be experiencing family tensions; a sense of isolation; and low self-esteem; they may have dissociated from their existing friendship group and become involved with a new and different group of friends; they may be searching for answers to questions about identity, faith and belonging;

**Personal Circumstances** – migration; local community tensions; and events affecting the student / pupil’s country or region of origin may contribute to a sense of grievance that is triggered by personal experience of racism or discrimination or aspects of Government policy;

**Unmet Aspirations** – the student / pupil may have perceptions of injustice; a feeling of failure; rejection of civic life;

**Experiences of Criminality** – which may include involvement with criminal groups, imprisonment, and poor resettlement / reintegration;

**Individual Needs** – students / pupils may experience difficulties with social interaction, empathy with others, understanding the consequences of their actions and awareness of the motivations of others.

However, this list is not exhaustive, nor does it mean that all young people experiencing the above are at risk of radicalisation for the purposes of violent extremism.

7. More critical risk factors could include:

- Being in contact with extremist recruiters;
- Accessing violent extremist websites, especially those with a social networking element;
- Possessing or accessing violent extremist literature;
- Using extremist narratives and a global ideology to explain personal disadvantage;
- Justifying the use of violence to solve societal issues;
- Joining or seeking to join extremist organisations; and
- Significant changes to appearance and / or behaviour;
- Experiencing a high level of social isolation resulting in issues of identity crisis

## Annex D

### Specific safeguarding issues

Expert and professional organisations are best placed to provide up-to-date guidance and practical support on specific safeguarding issues. For example information for schools and colleges can be found on the [TES Website](#) and [NSPCC Website](#). Schools and colleges can also access broad government guidance on the issues listed below via the GOV.UK website:

[child missing from education](#)

[child missing from home or care](#)

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

[bullying including cyberbullying](#)

[domestic violence](#)

[drugs](#)

[fabricated or induced illness](#)

[faith abuse](#)

[female genital mutilation](#)

[forced marriage](#)

gangs and youth violence

gender-based violence/against women and girls(VAWG)

mental health

private fostering

preventing radicalisation

sexting

teenage relationship abuse

trafficking



