

## Implementation of procedure

### Who to contact

The designated teacher (Mrs Spence) and the deputy designated teacher (Mrs K Hughes) shall be responsible for dealing with cases of suspected child abuse.

### Role of the designated teacher

- To listen to the child.
- To listen to concerns of staff and other members of the school community.
- To refer the concerns to Social Services and the Education Authority Child Protection Team.

### Procedures

If we have concerns about the welfare of your child, what are we required to do?

- In the majority of cases, we will ask to meet with you first to discuss our concerns
- If the issue has not been resolved, we are obliged to consult with the appropriate agency.
- If they advise us to make a referral to Social Services, we must follow that advice and complete a unocini form.
- We will endeavour at all times to keep you informed.



### IF YOU HAVE A CONCERN ABOUT A CHILD'S SAFETY...

- You can talk to the child's class teacher.
- If you are still concerned, you can talk to the designated teacher (Mrs Spence) or the deputy designated teacher (Mrs K Hughes).
- If you are still concerned you can talk/write to the Chairperson of the Board of Governors; Mr. Jim Miskimmin.
- At any time, you can talk to the Social Worker at Referral Gateway, Northern health and Social Services Trust Tel: (0300 1234 333) Email: SPOE@northerntrust.hscni.net Or the Police Tel: 101



### IF YOU HAVE A CONCERN IN RELATION TO A MEMBER OF STAFF...

- Report directly to the designated teacher, Mrs Spence.
- If you still have a concern you can talk/write to the Chairperson of the Board of Governors; Mr. Jim Miskimmin.
- If the concern relates directly to the designated teacher you report directly to the chairperson of the Board of Governors; Mr. Jim Miskimmin.

# PORTAVOGIE PRIMARY SCHOOL

## CHILD PROTECTION & SAFEGUARDING



## INFORMATION FOR PARENTS

## The Aims of our Safeguarding Policy

To protect our pupils by ensuring that everyone who works in our school has clear guidance on the detection and inter-agency management of situations, where abuse or neglect of a child is suspected.

The overriding concern of all caring adults must be the care, welfare and safety of the child. The welfare of each child is our paramount consideration.

In all of their contact with pupils, staff in Portavogie Primary School follow the guidelines and procedures described in the DENI publication "Pastoral Care in School - Child Protection" (1999)

## The Principles of our Safeguarding Policy

The following principles form the basis of our Child Protection Policy:

- Children should be listened to and taken seriously;
- In any incident the child's welfare must always be paramount; this overrides all other considerations;
- A proper balance must be struck between protecting children and respecting the rights and needs of parents and families; but where there is a conflict the child's interests must always come first.



## The Full Policy Document

The purpose of this summary leaflet is to provide all the relevant details for parents. Should parents wish to access the full policy statement they can access it on the school website.

## Procedures for the school

The designated teacher for child protection is Mrs Spence. In her absence the deputy designated teacher is Mrs K Hughes. Our designated Governors are Mr Jim Miskimmin Mr John Bailie.

A child may quite innocently disclose details of abuse that occurs within the family or a child may confide in a member of staff as the one adult he/she can trust. In such instances our staff have been trained as follows:

1. Do not promise to keep secret as to what the child has said;
2. Confidentiality is important.
3. Report immediately to the designated teacher or deputy designated teacher.

**It is not the responsibility of any member of our staff to carry out investigations into suspected or reported abuse. They simply seek discreet clarification or listen to disclosures by the child and pass on any concerns.**

✉ [School Address:](#)

Portavogie Primary School

New Harbour Road

Portavogie

BT22 1EE

☎ [Telephone: 028-42771771](tel:028-42771771)

[Email: vmurray020@c2kni.net](mailto:vmurray020@c2kni.net)