



CHILD SAFEGUARDING POLICY

The Codrington School, The International School of Barbados, as evident in our Mission and Philosophy, is committed to creating a safe and supportive environment for children. We also recognize that children have the right to live in healthy environment, without violence and without fear. For that reason, child safety is extremely important at our school. Because of their day-to-day contact with individual children during the school terms, teachers and other school staff are having the opportunity to observe and interact with children over time, is in a unique position to identify children who are in need of help and protection.

PURPOSE

An effective whole-school child safety and protection policy is one which provides clear direction to staff and others about prevention of illness, prevention and treatment of sickness, the physical safety of children and the expected behaviour when dealing with child protection issues. An effective policy also makes explicit the school's commitment to the development of good practice and sound procedures. This ensures that child protection concerns, referrals and monitoring may be handled sensitively, professionally and in ways which support the needs of the child.

OVERARCHING PRINCIPLES

The Codrington School, The International School of Barbados takes seriously its responsibility to protect and safeguard the welfare of children and young people in its care. We believe that every student has the right to develop themselves emotionally, intellectually and physically. All children have equal rights to protection from any form of violence, abuse or neglect.

- ✚ Every member of staff in the The Codrington School, the International School of Barbados has the responsibility to safeguard and promote the physical and social-emotional wellbeing of all children.
- ✚ The Codrington School, the International School of Barbados is committed to ensuring the safety and wellbeing of all the children is taken into consideration when developing and delivering school activities.
- ✚ All staff have an equal responsibility to report to a child protection team member any suspicion or disclosure suggesting a child is at risk of harm, to himself or others, in accordance with the protection procedures described in this policy.



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- ✚ Every member of staff will sign and adhere to the The Codrington School, the International School of Barbados staff code of conduct. This agreement has guidelines of safe professional practice for the protection of the whole community.
- ✚ All students and staff involved in child protection issues will receive appropriate support from the child protection team and school administration who are charged with applying this policy.
- ✚ The Codrington School, the International School of Barbados seeks to ensure physical and virtual environments are safe and secure and that programmes, curricula and initiatives are grounded in ensuring children are safe and promote student well-being.

This policy applies to all pupils, staff, volunteers and visitors to The Codrington School, The International School of Barbados.

SCHOOL POLICY

We recognise that for our pupils' good health, high self-esteem, confidence, supportive friends, and clear lines of communication with a trusted adult help to leading a healthy and happy life and prevent abuse. Our school will therefore:

- ✚ Establish and maintain an environment where pupils feel safe and secure and are encouraged to talk, and are listened to.
- ✚ To provide all staff with the necessary information to enable them to meet their statutory responsibilities to promote and safeguard the wellbeing of children.
- ✚ To ensure best practices are consistent across the school.
- ✚ To maintain hiring practices that ensure the safety of children
- ✚ To demonstrate the school's commitment and compliance with procedures with regard to safeguarding children

FRAMEWORK

Child safety and protection is the responsibility of all adults and especially those working with children in the school.



ROLES AND RESPONSIBILITIES

All adults working with or on behalf of children have a responsibility to protect them. There are, however, key people within schools who have specific responsibilities under child safety and protection procedures. The names of those carrying out these responsibilities for the current year are:

Role	Person
Principal	Darryl Brown
Head of Primary	Rob Fuller
Head of Secondary	Nicola Leedham
Head of Pastoral	Milagros Esteban

It is the role of the respective Heads of Schools to ensure that all of the child protection procedures are followed within the school and to make timely referrals to the Principal in accordance with school procedures. If for any reason the Head of School is unavailable, the Principal or Head of Pastoral should be notified. Additionally, it is the role of the Head of School and Principal to ensure all staff employed including temporary staff and volunteers within the school are aware of the school's internal procedures, to advise staff and to offer support to those requiring this. Wherever possible, as part of the school's recruitment and vetting process, Criminal Records and other referrals will be sought on all staff that have substantial and unsupervised access to children. The Principal will provide an annual report for the Board, detailing any changes to the policy and procedures.

PROCEDURES

The school will follow the procedure provided in this policy. Staff must be kept informed about child protection responsibilities and procedures through induction and briefings. There may be other adults in the school who rarely work unsupervised, more usually working alongside members of the school staff. However, the Principal will ensure they are aware of the school's policy and the identity of the Heads of Schools. Any member of staff, volunteer or visitor to the school who receives a disclosure of abuse, an allegation or suspects that abuse may have occurred must report it immediately to the respective Head of School or in their absence, the Principal. In the absence of either of the above, the matter should be brought to the attention of the Pastoral Head. The Head of School will immediately refer cases of suspected abuse or allegations to the Principal, who will take steps as deemed necessary.



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PREVENTION AND TREATMENT OF SICKNESS

- ✚ All injuries will be treated immediately.
- ✚ First Aid Kits will be kept at the school, and these will be easily accessible.
- ✚ Contact names of the local doctor, hospital and ambulance service will be available at the school from the school nurse.
- ✚ Injured or ill students will be examined and treated appropriately by a qualified and experienced nurse/first-aider in the school's medical room
- ✚ All accidents shall be recorded on the appropriate proforma– for regular review – with recommendations. The approach involves identifying risks, then taking steps to eliminate or minimize these risks.

PHYSICAL SAFETY OF THE CHILDREN

- ✚ No physical violence, (hitting, physical disciplining, smacking, fighting) will be tolerated at the school. This includes physical violence from carers, visitors, staff, parents, or fellow students.
- ✚ Children will be treated respectfully and encouraged to report any violence if this occurs, and provided with protection if this is necessary.
- ✚ Police will be involved if there is any issue of violence that cannot be immediately resolved or if the violence poses a serious risk to the child's mental, physical or emotional well-being, regardless of the source of the violence.
- ✚ Emotional safety is also recognized – and this includes situations such as bullying or persistent belittling of individuals by others. Neither of these behaviours will be tolerated.

ANTI-BULLYING

We are committed to providing a caring, friendly and safe environment for young people so they can enjoy their involvement with The Codrington School, The International School of Barbados in a relaxed and secure atmosphere. Bullying of any kind is unacceptable within The Codrington School, The International School of Barbados. This includes bullying of young people by adults and bullying of young people by other young people. If bullying does occur, all young people should know that incidents will be dealt with promptly and effectively. For greater details, please refer the The Codrington School, The International School of Barbados Behaviour Policy.

PROFESSIONAL CONFIDENTIALITY

Confidentiality is an issue which needs to be discussed and fully understood by all those working with children, particularly in the context of child protection. The only purpose of confidentiality in this respect is to benefit the child. A member of staff must never guarantee confidentiality to a pupil, nor should they agree with a pupil to keep a secret, as where there is a child protection concern this must be reported to the Head of School and may require further investigation by appropriate authorities. Staff will be informed of



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relevant information in respect of individual cases regarding child protection on a "need to know basis" only. Any information shared with a member of staff in this way must be held confidentially to themselves.

RECORDS AND MONITORING

Well-kept records are essential to good child protection practice. The Codrington School, The International School of Barbados must be clear about the need to record any concern held about a child or children within our school, the status of such records and when these records should be passed over to other agencies. Any member of staff receiving a disclosure of abuse or noticing signs or indicators of abuse, must make an accurate record as soon as possible noting what was said or seen, putting the event in context, and giving the date, time and location. All records will be dated and signed and will include the action taken. These file notes must be kept in a confidential file, which is separate from other files, and stored in the Principal's office. In the same way notes must be kept of any pupil who is being monitored for child protection reasons.

SUPPORTING PUPILS AT RISK

- ✚ Our school recognises that children who are abused or who witness violence may find it difficult to develop a sense of self-worth or view the world as a positive place.
- ✚ This school may be the only stable, secure and predictable element in the lives of children at risk. Nevertheless, whilst at school, their behaviour may still be challenging and defiant or they may be withdrawn.
- ✚ This school will endeavour to support pupils through:
 - The curriculum to encourage self-esteem and self-motivation.
 - The school ethos which promotes a positive, supportive and secure environment and which gives all pupils and adults a sense of being respected and valued.
 - The implementation of the school's behaviour management policies.
 - A consistent approach agreed by all staff which will endeavour to ensure the pupil knows that some behaviour is unacceptable, but s/he is valued.
 - A commitment to develop productive, supportive relationships with parents, whenever it is in the child's best interest to do so.
 - The development and support of a responsive and knowledgeable staff trained to respond appropriately in child protection situations.
 - Recognition that in a home environment where there is domestic violence, drug or alcohol abuse, children may also be vulnerable and in need of support or protection.



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- ✚ This policy should be considered alongside other related policies in school. These are the policy for the teaching of PSHE, the policy for the management of pupils' behaviour and our health and safety policy.

SAFE SCHOOL, SAFE STAFF

- ✚ It is essential that the high standards of concern and professional responsibility adopted with regard to alleged child abuse by parents are similarly displayed when members of staff are accused of abuse.
- ✚ Only authorised agencies may investigate child abuse allegations. Whilst it is permissible to ask the child(ren) simple, non-leading questions to ascertain the facts of the allegation, formal interviews and the taking of statements is not.
- ✚ Where allegations are made against a staff member, this should be immediately referred to the Principal or the Board who shall take appropriate actions.
- ✚ If for any reason it is decided that a referral to an External referral is not appropriate, it will be necessary to address matters in accordance with the school's disciplinary procedures.

USE OF THE SCHOOL PREMISES BY OTHER ORGANISATIONS

Where services or activities are provided separately by another body, using the school premises, the Principal and School Administration will seek assurance that the body concerned has appropriate policies and procedures in place in regard to safeguarding children and child protection.

POLICY REVIEW

The Leadership Team is responsible for ensuring the review of this policy.