



Rygaards International School Child Protection Policy

Child protection policy for Rygaards International School

Rygaards International School fully recognises its responsibility to protect the individual child.

Our policy applies to all staff, state employees and volunteers working in the school. Our policy is guided by **Danish Law**. The four main elements to our policy are to:

- ensure we practise safe recruitment in checking the suitability of staff and volunteers to work with children. Police checks are done on all staff members and volunteers.
- implement procedures for identifying and reporting cases, or suspected cases, of abuse
- support pupils who have been abused in accordance with the plan agreed with the appropriate authorities
- establish a safe environment in which children can learn and develop

The Lead Child Protection Officer is the respective Head of each school section:

- International Secondary: John Barker
- Danish Secondary: Irene Harboe
- International Primary: Shirley Jacobsen
- Danish Primary: Gitte Møller

We recognise that, because of their day-to-day contact with children, school staff is well placed to observe the outward signs of abuse. The school will therefore:

- establish and maintain an environment where children feel secure, are encouraged to talk, and are listened to
- ensure children know that there are adults in the school whom they can approach if they are worried
- ensure all staff and volunteers understand their responsibilities in being alert to the signs of abuse and responsibility for referring any concerns to the appropriate **Head of School** (see above)
- ensure that parents have an understanding of the responsibility placed on the school and staff for child protection by publishing this policy
- implement links with relevant agencies and cooperate as required with their enquiries regarding child protection matters
- keep written records of concerns about children, even where there is no need to refer the matter immediately
- ensure all records are kept securely and in locked locations
- follow procedures where an allegation is made against a member of staff or volunteer
- ensure safe recruitment practices are always followed

We recognise that children who are abused or witness violence may find it difficult to develop a sense of self-worth. They may feel helplessness, humiliation and some sense of blame. The school may be the only stable, secure and predictable element in the lives of children at risk. When at school their behaviour may be challenging and defiant or they may be withdrawn. The school will endeavour to support the pupil through:

- the school ethos which promotes a positive, supportive and secure environment and gives pupils a sense of being valued
- the School Code of Conduct which supports vulnerable pupils in the school. The school will ensure that the pupil knows that some behaviour is unacceptable but the pupil is valued and is not blamed for any abuse which has occurred Procedures Following Suspected Child Abuse when Abuse is suspected within Rygaards School
- If an allegation is made against a member of staff, by a parent or colleague, an immediate and thorough investigation will be conducted by the Board and Leadership in conjunction with the child's parents and supported by the appropriate external agencies.
- In the case of an allegation being made against one of the Leadership, an immediate and thorough investigation will be conducted by the rest of the Board and Leadership in conjunction with the child's parents and supported by appropriate external agencies.
- The staff member against whom the allegations have been made will be suspended pending further investigation.
- The matter will be referred to the Local Authority and all staff must co-operate in any investigation by Police and Social Services.
- The child's parents will be kept fully informed throughout from the Leadership.
- Staff will need to work with the child and their family to offer them support and rebuild trust
- The staff will be supported throughout by the Leadership.
- The Leadership checks these policies and procedures and reviews them as necessary in light of the allegations and the outcome of any investigation.

Written Report

As a result of the allegation, a comprehensive, confidential report will be compiled and circulated to the parents and Leadership members as necessary. It will include:

- A description of the allegation
- A diary of events
- Accounts of any meetings with parents
- Details of the internal provision's investigation and the subsequent involvement of any professionals/agencies
- Any action taken
- The steps taken to support the child and family
- Any lessons learnt from the allegation and resulting investigations
- Details of any resulting changes to be made in the provision's procedures/policies.

Protection of Staff from Allegation of Abuse

Staff at Rygaards International School is privileged to be able to work closely with children and their families, forming warm and caring relationships. However, because of the nature of their work, staff are also vulnerable to allegations of child abuse. By having appropriate policies and procedures in place and following the principles of good practice the provision not only protects the children in their setting, but also the adults. For their part, staff need to avoid putting themselves in situations that may lead to allegations being made against them.

Approved by the Board of Governors in April 2014