



Williamwood
High School

Mighty oaks from little acorns grow

Child Protection and Safeguarding Policy

Respect * Ambition * Kindness



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Williamwood High School's Aims

The school promotes high expectations and standards which create an inclusive environment, where all are encouraged to strive to achieve their full potential. The positive ethos across the school and a high degree of commitment shown by our staff, our young people and our parents, as well as the wider community, allow the young people of Williamwood to achieve their full potential, both academically and socially.

Our school values of Respect, Ambition and Kindness underpin the life and work of the school. We recognise learners' successes in living the school values through their actions and choices. Our school vision of 'Mighty Oaks from Little Acorns Grow' aims to develop the skills which will enable our young people to become:

- Successful Learners
- Confident Individuals
- Responsible Citizens
- Effective Contributors

Rationale

Child protection and safeguarding are fundamental legal duties of care that we hold towards every young person who attends Williamwood High School. They are the responsibility of all staff, working collaboratively and with shared clarity to ensure the wellbeing and safety of all young people in our care. The definitions, principles and procedures in place enable us to fulfil our roles effectively, with an understanding of national legislation as well as our own community contexts. Upholding our responsibilities in child protection and safeguarding means looking out for the welfare of the young people we work with on a daily basis, advocating for them when necessary, and supporting them to thrive and achieve their full potential in life.

Background and Legislation

This policy makes use of current documentation that has supported our strategic planning. In particular, we have utilised the following documents:

- Education Scotland. (2023). *Child Protection and Safeguarding Policy*
<https://education.gov.scot/media/xl3p5juw/child-protection-and-safeguarding-policy-education-scotland-june-2023.pdf>
- Education Scotland. (2017) *Curriculum for Excellence Health and Wellbeing Across Learning: Responsibilities of All*
<https://education.gov.scot/media/i32j1wu0/hwb-across-learning-eo.pdf>
- Scottish Government. (2022). *Getting it Right for Every Child*
<https://www.gov.scot/policies/girfec/>
- Scottish Government. (2021). *National Child Protection Guidance*
<https://www.gov.scot/policies/child-protection/national-child-protection-guidance/>
- The UNCRC (Incorporation) (Scotland) Act 2024.
- East Renfrewshire Council. (2018). *Revised Standard Circular 57*.



Aims of Policy

This policy sets out the procedures in place in Williamwood High School to protect and safeguard those in our care. It clarifies definitions of Child Protection and Safeguarding, as well as highlighting how these principles are imbedded in our school values. It outlines the roles and responsibilities of all staff, and contains an appendix detailing step-by-step actions that must be taken in the event of disclosures or concerns regarding child protection and safeguarding. This document should be read in conjunction with East Renfrewshire Council Standard Circular 57.



Child Protection Officer

Mrs Nicola MacGlashan
Headteacher

Ext: 2501

Williamwood High School



Child Protection Coordinator

Mrs Laura Miller
DHT

Ext: 2506

What is meant by Child Protection and Safeguarding?

This policy makes use of the definitions and approaches outlined in Education Scotland's Child Protection and Safeguarding Policy (2023):

Child Protection

The processes involved in consideration, assessment and planning of required action, together with the actions themselves, where there are concerns that a child may be at risk of harm.

Safeguarding

This is a much wider concept than child protection and refers to promoting the welfare of children, young people and protected adults. It encompasses protecting from maltreatment, preventing impairment of their health or development, ensuring that they are growing up in circumstances consistent with the provision of safe and effective care, and taking action to enable all children, young people and protected adults to have the best outcomes. Child protection is part of this definition and refers to activities undertaken to prevent children suffering, or being likely to suffer, significant harm.

We have a distinctive approach to safeguarding in Scotland linked to Getting It Right for Every Child (GIRFEC) which promotes action to improve the wellbeing of every child and young person. Safeguarding is a golden thread that runs through the curriculum. The aim is to support the development of learner's knowledge, skills and resilience to keep themselves safe and protected, and to develop an understanding of the world so that they can respond to a range of issues and potential risky situations arising throughout their lives. As such, it permeates many features of the education experience including leadership, values, vision, the curriculum, learning and teaching, positive relationships, building learner resilience and suchlike.

(Education Scotland, 2023)

Ensuring Wellbeing

Respect, Ambition and Kindness are at the heart of our Williamwood community. We actively promote the Children's Rights Charter and have been re-accredited with a Rights Respecting School Gold Award, demonstrating that children's rights are embedded within our school. We have a strong ethos of valuing all as individuals, with many curricular areas across the school teaching on aspects of anti-bullying, LGBTQ+, Children's Rights and diversity to name but a few.

All pupils have an allocated Pupil Support teacher to monitor and track their wellbeing. This relationship begins as part of the primary transition programme where they meet their Pupil Support Teacher regularly via our transitions experiences.

For those requiring additional support, this will be met with universal, targeted or intensive interventions, all accessed through self-referral, parent/carer referral or through referral from a member of the support team. Supports at Williamwood will change slightly year on year in order to meet the current needs of pupils. Supports can include:

- Keeping it Calm
- Season for Growth
- Nurture groups
- Hemat Gryffe
- Safer Choices
- Headstrong
- ASC group
- LIAM

Roles and Responsibilities

Child Protection Officer, Child Protection Co-ordinator and Pupil Support Staff keep up to date with legislative procedures and changes, which are discussed and taken forward with the whole school staff at Collegiate Activities.

Arrangements for safeguarding and child protection are reviewed regularly to reflect national legislation. Safeguarding and child protection guidance is shared with staff on an annual basis during our August Inset day. Any amendments or updates to the policy are highlighted and issued to staff electronically.

Information in relation to safeguarding and child protection procedures are shared with partners during our first Joint Support Team meeting of the session. All supply and temporary staff are issued with a copy of the policy as part of their welcome pack to the school. Information is shared with learners through assemblies and PSHE lessons.

All staff are aware that any concerns regarding safeguarding should be communicated to a member of the SLT or pastoral team as soon as possible and any child protection concerns should be passed on to the Child Protection Co-ordinator. All concerns will be logged on pastoral notes on Click and Go and appropriate actions taken in consultation with relevant services.

Our child protection records are the subject of annual review by a QIO from the local authority and recommendations are communicated and acted upon.



Appendix A: Procedure Flow-Charts

Responding to a potential Child Protection disclosure or concern

1

- **If a young person seeks out a member of staff to share experiences with them, staff should:**
- Listen, be supportive and do not ask probing questions
- Assure information will only be shared with those who need to know
- Never promise confidentiality
- Reassure the child
- Record in child's own words what they have said
- Sign and date any notes
- If you believe the young person is at immediate risk, keep them with you and send for SLT or Pupil Support

2

- **Staff member then raises concern with CP Co-Ordinator, DHT L Miller. If L Miller is not available, concern should be passed to CP Officer - Head Teacher Nicola MacGlashan.**

3

- **CP Co-Ordinator/ CP Officer will gather all information available and may seek advice from Request for Assistance (HSCP) on next steps or to discuss planned next steps.**

4

- **If officer/ co-ordinator considers child is at risk of abuse a Child Protection Referral should be made by calling the Social Work Request for Assistance Team. A Child Protection Referral Form should be completed and a copy sent that day to:**
- Social Work request for Assistance
- CP Officer
- QIO/QIM link

5

- **Where there is immediate risk, Police Scotland should be contacted.**



Responding to a potential Safeguarding disclosure or concern

1

• **If a young person seeks out a member of staff to share experiences with them, staff should:**

- Listen, be supportive and do not ask probing questions
- Assure information will only be shared with those who need to know
- Never promise confidentiality
- Reassure the child
- Record in child's own words what they have said
- Sign and date any notes
- If you believe the young person is at immediate risk, keep them with you and send for SLT or Pupil Support
- If you believe there may be a child protection concern, immediate action should be taken, following the above Child Protection procedures

2

• **Staff member then raises concern with Principal Teacher of Support**

• **PTPS will assess the safeguarding wellbeing concern using the following key questions:**

- What is getting in the way of this young person's wellbeing?
- Do I have all the information I need to help this young person?
- What can I do now to help this young person?
- What can the school do to help this young person?
- What additional help, if any, may be needed from other services/agencies?
- What is the view of the child and family?

3

• **Following this initial assessment the pupil support teacher will decide whether the young person:**

- Can access current school supports (Universal) meaning no further action is required
- Can access current school supports, however, specific actions are required to meet these (Wellbeing plan 1)
- Requires a Single Agency involvement, Wellbeing plan 1 to be initiated/updated
- Requires greater support, plan to be initiated/updated and referral to the Joint Support Team (JST) for advice and consideration for support from other services and agencies (Wellbeing plan 1/2).
- Where there are a number of agencies meeting a young person's needs (Wellbeing plan 3), regular multi-agency meetings should be held.
- Any action points will be followed through and communicated to relevant members of staff and parents/carers where necessary.

4

• **Depending on the concern raised SLT/ PTPS may contact the Social Work Request for Assistance Team for advice.**

5

• **Where there is immediate risk, Police Scotland should be contacted.**