

Student Welfare and Child Protection Policy

Tante Marie Limited fully recognises its responsibilities for student welfare and child protection. Our policy applies to all staff, governors and volunteers working in the school from time to time. The Principal has overall responsibility for Child Protection and Student Welfare.

There are five main elements to our policy:

- Ensuring we practice safe recruitment in checking the suitability of staff and volunteers to work with children or vulnerable adults.
- Raising awareness of child protection issues and equipping children or vulnerable adults with the skills needed to keep them safe.
- Developing and then implementing procedures for identifying and reporting cases, or suspected cases, of abuse.
- Supporting students who have been abused in accordance with his/her agreed child protection plan.
- Establishing a safe environment in which children or vulnerable adults can learn and develop.

We recognise that because of the day to day contact with children or vulnerable adults, school staff are well placed to observe the outward signs of abuse. The school will therefore:

- Establish and maintain an environment where children or vulnerable adults feel secure, are encouraged to talk, and are listened to.
- Ensure children or vulnerable adults know that there are adults in the school whom they can approach if they are worried.
- Include opportunities in the Tante Marie curriculum for children or vulnerable adults to develop the skills they need to recognise and stay safe from abuse.

We will follow the procedures set out by the Area Child Protection Committee and take account of guidance issued by the Department for Education and Skills to:

- Ensure every member of staff, student, volunteer and governor in the school from time to time knows the name of the designated teacher responsible for child protection and their role.
- Ensure all staff and volunteers understand their responsibilities in being alert to the signs of abuse and responsibility for referring any concerns to the designated teacher responsible for child protection.
- Ensure that parents have an understanding of the responsibility placed on the school and staff for child protection by setting out its obligations in the school prospectus.
- Notify social services if there is an unexplained absence of more than two days of a student who is on the child protection register.
- Develop effective links with relevant agencies and co-operate as required with their enquiries regarding child protection matters including attendance at case conferences.
- Keep written records of concerns about children, even where there is no need to refer the matter immediately.
- Ensure all records are kept securely, separate from the main student file, and in locked locations.
- Develop and then 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 or vulnerable adults 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 or vulnerable adults

at risk. When at school their behaviour may be challenging and defiant or they may be withdrawn. The school will endeavour to support the student through:

- The content of the curriculum.
- The school ethos which promotes a positive, supportive and secure environment and gives students a sense of being valued.
- The school behaviour policy which is aimed at supporting vulnerable students in the school. The school will ensure that the student knows that some behaviour is unacceptable but they are valued and not to be blamed for any abuse which has occurred.
- Liaison with other agencies that support the student such as social services, Child and Adult Mental Health Service, education welfare service and educational psychology service.
- Ensuring that, where a student on the child protection register leaves, their information is transferred to the new school immediately and that (where applicable) the child's social worker is informed.

International Students

We do not issue Tier 4 Child Student Visas, however we recognise that as an organisation which may offer a Tier 4 General Student visa to a student aged 16 or 17 we have responsibilities to ensure we act within the requirements of the UK Border Agency legislation which may apply with specific regard to the welfare requirements for students aged 16 or 17.

All relevant parental consents will be sought prior to issuing a CAS and Tante Marie Limited will act within its duties to confirm that appropriate travel, arrival and transit arrangements are in place and that the parents of 16-17 year old non-EU students have organised accommodation in the UK for their children. Tante Marie does not arrange or provide such accommodation.