

Summary of procedures for parents / guardians who have a safeguarding concern; they wish to refer -

I have a concern about my child's safety



I can talk to the Form Teacher or Head of Year



If I am still concerned, I can speak to Mrs McEwan, Designated Teacher or to Mr Gallagher (Principal)



If I am still concerned, I can write or request to speak to the chairperson of the Board of Governors



At any time a parent can talk to a Social Worker at the Gateway Team (Tel: 0300 1234 333 or the PSNI at the Public Protection Unit 02890259299 or 101



If I am still concerned I can contact the NI Public Services Ombudsman Tel: 0800 343 424

Summary of procedures for staff or pupils who wish to report a safeguarding concern

Staff member has concerns about a student or a pupil has made a disclosure about abuse or a safe-guarding issue to a member of staff



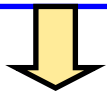
The concerns is referred to the Designated Teacher



The Designated Teacher meets with the Principal and plan of action agreed.



Referral to Social Services / PSNI / external agency



No referral—parents/guardians informed of concerns



Support for student in school to be monitored. Liaison with external agencies as appropriate



**LORETO COLLEGE  
COLERAINE**

### **Summary of the Policy on Child Protection Procedures**



“All staff in Loreto have a responsibility for the safeguarding and child protection of the children in our care and we will carry out this duty by providing a caring, supportive and safe environment, where each child is valued for his or her unique talents and abilities, and in which all our young people can learn and develop to their full potential. “

*(Child Protection Policy)*

"We seek to know and respect each pupil as an individual person within a caring school community."

*(Loreto Mission Statement)*

In the event that a staff member becomes aware or suspects that a child is a victim of child abuse it is important that the response is sensitive and appropriate.

In all cases, staff will act promptly, bringing concerns to the attention of the Designated Teacher or Deputy Designated Teacher.

In cases where a child makes a disclosure, staff will:

- ◇ Listen to what the child says without showing or expressing shock.
- ◇ Allow the pupil to tell what has happened in their own words without interrupting or interrogating her.
- ◇ Reassure the child that what they have said has been understood and that their interests are paramount.
- ◇ Explain the obligation to refer the matter in order to seek help for the child.
- ◇ Not give a guarantee of confidentiality
- ◇ Make written notes at the earliest opportunity but not as the pupil talks. Staff will try to write down the actual words used.
- ◇ Refer the matter to the Designated Teacher as a matter of urgency.

### Sharing Information—Who Needs to Know?

It is not always possible to provide teachers with the full details of a child's circumstances.

Information is shared in the interest of the pupil's welfare but this is balanced against pupil and parental rights to confidentiality. Parents will be kept informed of who is notified within school and other agencies, unless doing so would place the child at further risk.



## Categories of Abuse

- ⇒ Physical Abuse
- ⇒ Neglect
- ⇒ Emotional Abuse
- ⇒ Sexual Abuse
- ⇒ Exploitation—Child Sexual Exploitation

Signs and Symptoms of Abuse Detection of abuse is seldom straightforward. None of the possible indicators outlined below, either singly, or in any combination, prove conclusively that a child has been abused.

Physical Abuse - Unexplained marks/injuries; scratches, human bite marks or welts, bruises, burns, untreated injuries; chronic runaway; self-mutilation tendencies; aggressive or withdrawn, fear of returning home.

Neglect - Medical/physical/special needs of child not being met; looks very thin, poorly, sad; constant hunger; steals food; lack of energy; constant tiredness; poor hygiene; inappropriate dress; frequent absenteeism; low self-esteem; repeated accidents.

Emotional Abuse— Sudden speech disorders; wetting and soiling; signs of mutilation; frequent vomiting; poor peer relationships; attention seeking/needing behaviour; fear of change.

Sexual Abuse - Soreness or bleeding in the genital or anal areas; itching in genital areas; stained or bloody underwear; bruises on inner thighs or buttocks; pain on urination; difficulty walking or sitting; eating disorders; low self-esteem; association with older people, outside the usual range of contacts, inappropriate language, sexual knowledge for age group.

Child Sexual Exploitation is a form of sexual abuse, where young people are exploited for money, power or status. It can involve violent, humiliation and degrading sexual assaults. Child Sexual Exploitation doesn't always involve physical contact; it can also occur through the use of technology.

**(Co-operating to Safeguard Children and Young People in N.I. 2016).**

**For further information visit the Safeguarding Board N.I. website [www.safeguardingni.org](http://www.safeguardingni.org)**

We aim to work closely in partnership with parents/guardians in supporting young people through any safeguarding concerns.

- ⇒ The welfare of the child is paramount at all times.
- ⇒ Every child has a right to be heard, listened to and taken seriously.
- ⇒ The right to confidentiality for parents/guardians, carers, members of staff and students will be respected in so far as legal requirements permit.
- ⇒ Employees and all working with students in Loreto are vetted through Access NI

A Safeguarding Team consisting of members of the Board of Governors, the Principal and members of the SLT is in place, ensuring that safeguarding procedures are adhered to.

The following are members of the school's Safeguarding Team:

### Designated Governor for Child Protection

Mr Harry McDaid

### Principal

Mr Stephen Gallagher

### Designated Teacher

Mrs Oonah McEwan

### Deputy Designated Teacher

Mrs Frances Pepin & Mrs Siobhan McCarry

