

BELFAST ROYAL ACADEMY

BEN MADIGAN PREPARATORY SCHOOL

CHILD PROTECTION POLICY

1. The school acknowledges its pastoral responsibility towards the children and young people in its charge and takes all reasonable steps to ensure that their welfare is safeguarded and their safety is preserved.
2. All members of the teaching and non-teaching staff are alerted to signs of possible abuse, including neglect, physical injury, sexual abuse and emotional abuse. They have guidance and advice about appropriate procedures to follow.
3. Preliminary responses are made carefully and sensitively, but confidentiality will be subordinate to the need to protect the interests of the pupil.
4.
 - a) Where the School has concerns or has been given information about possible abuse by someone other than a member of the school staff, the Principal and the designated teacher (see para. 5) are informed. They will, in normal circumstances, discuss this with the Headmaster and designated B.R.A. staff. A referral may be made to the local Health and Social Services Trust, or to the Police.
 - b) Where a complaint has been made about possible abuse by a member of the School staff, the Headmaster and the designated teacher are informed, as is the Warden of the Board of Governors. If the complaint has been made against either the Headmaster or any of the designated teachers, responsibility for referral rests with the Warden, in consultation with those who are not the subject of the complaint. Referral, if made, is to the Local Health and Social Services Trust, or to the Police.

Where a referral takes place, the Belfast Education & Library Board Designated officer is informed.

Written records are kept whether or not a referral is made.

5. The School has appointed a “designated teacher” (and a replacement in the event of absence) who ensures the effective implementation of its policy. These members of staff are respectively Mrs V M McCaig, Principal and Mr W T Wilson, Vice-Principal.

Amended: 11/01/10