



**Holy Trinity CE School  
Vulnerable Children Procedure Statement**

**Policy Review**

This policy will be reviewed in full by the Governing Body bi-annually.

The policy was last reviewed and agreed by the Governing Body in September 2023

It is due for review – September 2025

Signature ..... Date .....

Head Teacher

Signature ..... Date .....

Chair of Governors

## **Statement of Procedure for Dealing with Vulnerable Children.**

### **Introduction.**

The Governors of Holy Trinity CE School have made safeguarding an essential priority and are committed to make sure that the safeguarding of their children remains central to their work. For this reason, the principles of excellent safeguarding practice are interwoven within the Christian culture of Holy Trinity and every aspect of the school's work. This policy supports this commitment to safeguarding and should be read in conjunction with all school policies as appropriate.

It is every person's responsibility to safeguard and promote the welfare of children and it remains a principal concern to everyone within the school community.

### **Aims:**

At Holy Trinity our Mission Statement is:

Alta Pete – Aim High

**The primary aim of the school is to help each pupil reach his or her full potential so that they may develop the attitudes, skills and knowledge to take full advantage of the opportunities available in their future lives.**

This Mission Statement underlines our fundamental aim to ensure all our pupils achieve success and reach their potential in all aspects of their development. Through our provision in safeguarding, care, guidance and support we work to ensure that our pupils' individual needs are identified and any barriers to learning (potential and /or real) are removed/reduced to assist them in reaching their potential in a safe environment and thereby increasing their future life chances.

### **Rationale:**

The purpose of this procedure is to highlight specifically the way in which our vulnerable pupils are supported in this, with clear guidelines for how this is managed, supported and monitored within our Church of England school community. It is also intended to highlight and emphasise the needs of those pupils who are most at risk.

### **Identification:**

We consider children are vulnerable using the following criteria although this is not an exhaustive list:

Looked after children

Pupils with medical needs

Travellers/Gypsies

Asylum seekers

Young carers

Children with Child Protection concerns or cases

Pupils with apparent/ diagnosed learning difficulties

Pupils who show signs of being upset, distressed, have changes in personality

Pupils with attendance concerns including lateness and absence

Pupils whose parents/carers have raised concerns

All staff should always be aware of those children who are showing signs of being upset, withdrawn, frightened or display inappropriate behaviour. Any concerns should be brought immediately to the

Headteacher who is the Designated Senior Person (DSP) for Child Protection, or in her absence, the Deputy Headteacher – refer to Child Protection Policy for further guidelines and procedures.

Communication with parents is vital in this process. The Headteacher/Designated Senior Person (DSP) for Child Protection work closely with the Inclusion Co-ordinator (INCO) and are responsible for ensuring that provision for all vulnerable children is appropriate to his/her needs. This will involve working closely with all staff, the parents/families and outside agencies with identification of need, allocation of provision and close monitoring of impact/progress. Records are kept detailing this information.

Teaching staff, teaching assistants, midday supervisory assistants and all support/admin staff must always be vigilant and bring any concerns to the Headteacher. The Headteacher/SLT make staff aware of any issues or concerns, this may be on a 'need to know basis' where highly confidential issues are involved. Child concerns are placed on staff meeting agendas, to enable staff to discuss any issues or concerns where deemed appropriate regarding vulnerable children. All discussions of this nature are confidential.

Teachers must ensure the TAs who work within the class and the teacher or HLTA who supervises their class for PPA are aware of any concerns about pupils to ensure their welfare is safeguarded. In the case of teacher absence it is the responsibility of the Headteacher/Deputy to ensure supply cover staff are aware of concerns where appropriate/necessary.

Annual Safeguarding Training takes place for all staff.