



Updated August 2025

Review August 2026

Policy Statement

Castlehead High School is committed to safeguarding and promoting the welfare, safety, and wellbeing of all children and young people. We have a duty of care to protect them from harm and to ensure their rights are upheld in line with the **National Guidance for Child Protection in Scotland (2021, updated 2023)**, **Getting it Right for Every Child (GIRFEC)**, and **The Promise**.

Aims

- Ensure all staff follow child protection procedures
 - Remain alert to the needs of children and young people
 - Understand staff roles in keeping pupils safe and included
 - Provide children with education and awareness to protect themselves
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Prevention Through Education

We prevent abuse and neglect by:

- Raising awareness of risks
 - Developing safety skills
 - Helping pupils recognise unsafe behaviours
 - Teaching appropriate responses
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Recognising Abuse and Neglect

Abuse and neglect involve maltreatment of a child through action or inaction.

- **Physical abuse:** hitting, shaking, throwing, poisoning, burning, drowning, suffocating.
- **Emotional abuse:** humiliation, intimidation, unrealistic demands, witnessing domestic abuse.
- **Sexual abuse:** involving children in sexual activities.
- **Neglect:** failure to meet basic needs.

Staff should be alert to significant changes in attendance, behaviour, or disclosures.

Additional Areas of Concern

- Exposure to domestic abuse
 - Sexually harmful/problematic behaviours
 - Female Genital Mutilation (FGM)
 - Honour-based violence/forced marriage
 - Child trafficking
 - Parental substance misuse or mental health issues
 - Child sexual exploitation (CSE)
 - Child criminal exploitation (CCE)
 - Online exploitation and radicalisation
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Responding to Concerns

1. Report immediately to Head Teacher or DHT Pupil Support.
2. Complete **Appendix 3 – Record of Concern Alert** on the same day.
3. Follow guidance from the designated lead.

Responding to Disclosures

- Listen attentively
- Do not promise confidentiality
- Stay calm and reassuring
- Avoid personal opinions
- Do not investigate or ask leading questions

Roles and Responsibilities

- **Head Teacher / Child Protection Co-ordinator:** oversee procedures.
- **All Staff:** report concerns, complete records.
- **Children's Services:** partner in investigations and support.

Contact List

If you have a concern, please contact:

- **Head Teacher:** Gordon Menzies – 0300 300 1300
gordon.menzies@renfrewshire.school
 - **Child Protection Co-ordinator (DHT Pupil Support):** Claire Wilson – 0300 300 1300
claire.wilson@renfrewshire.school
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