Child Protection Policy Guidelines

** THIS IS A SUMMARY OF THE COBIS CHILD PROTECTION GUIDELINES. TO ACCESS THE FULL DOCUMENT AND SUPPORTING RESOURCES, PLEASE VISIT THE COBIS MEMBERS AREA **

COBIS expects all schools to have a Safeguarding and Child Protection policy that is reviewed at least annually. A Child Protection Policy should reflect the ethos of your school and the context of safeguarding in your British international school. Quality assurance schemes such as the COBIS Patron's Accreditation and Compliance, which includes rigorous standards on safeguarding, child protection, and safer recruitment, provide external validation of schools' safeguarding practice. More information can be found under Additional Resources below. This includes information about how to connect with schools that have been through COBIS Patron's Accreditation, have demonstrated outstanding practice in safeguarding, and may be willing to share expertise.

COBIS also recommends that schools not only review their policies annually but set up internal monitoring systems for measuring the effectiveness of their policies in practice.

International Context

Schools operating in different countries may need to produce or implement policies, or take action, in order to comply with local regulations. While Safeguarding and Child Protection policies may vary from school to school and country to country, the expectation from COBIS is that the standard of policies and procedures implemented by schools should be of a quality at least as high as those required in the UK and follow international and UK best practice. In addition to consulting local legislation, schools are advised to refer to the DfE guidance 'Keeping Children Safe in Education' Sept 2019, and the 'Working Together to Safeguard Children 2018'

Please note: these guidelines are not intended to ensure compliance with local regulations.

Your Child Protection Policy should include an audit, development and planning process including any potential risks faced by pupils, how a concern could be raised etc.

For a free online resource to help you audit your school's current safeguarding and child protection arrangements, identify areas for development and make any changes necessary, use the NSPCC Safeguarding in Education Self-Assessment Tool: https://learning.nspcc.org.uk/research-resources/schools/safeguarding-education-self-assessment-tool-esat/

What to include in your policy:

The policy should include:

- an introduction and policy statement,
- key people and contacts,
- roles and responsibilities,
- key terminology and definitions
- step by step procedures
- how to manage allegations against staff
- guidance connected to information sharing and data protection
- what training is provided to staff

It is recommended that schools have a comprehensive suite of related policies to ensure safeguarding is embedded across whole school practice.

Your Safeguarding policy should link to related policies, including:

- Anti-bullying and Behaviour Policies
- Safer Recruitment including the Single Central Record
- Online/Virtual Safety Policy
- IT Acceptable Use Policy
- Health and Safety Policy
- Data Protection
- Trips and Visits Policy
- Photography and Media Policy
- Onsite Security
- Wellbeing and Mental Health Policy
- Complaints Policy
- Equal Opportunities Policy.

Additional Resources

- **DfE Keeping Children Safe in Education 2019:**
  https://www.gov.uk/government/publications/keeping-children-safe-in-education--2
- **DfE Working together to safeguard children 2018:**
  https://www.gov.uk/government/publications/working-together-to-safeguard-children--2
- **DfE list of statutory policies:** https://www.gov.uk/government/publications/statutory-policies-for-schools-and-academy-trusts/statutory-policies-for-schools-and-academy-trusts
- **DfE Regulation for Independent schools:**
  https://www.gov.uk/government/publications/regulating-independent-schools
- **NSPCC's Safeguarding Self-assessment Tool:**
  https://learning.nspcc.org.uk/research-resources/schools/safeguarding-education-self-assessment-tool-esat/
- **COBIS Webinar** *"Safeguarding Responsibilities in International Schools",* Mike Glanville, Director of Safeguarding Services, One Team Logic https://www.cobis.org.uk/cpd/cobis-webinars/recordings
- **International Task Force on Child Protection:** https://www.cois.org/about-cis/child-protection/international-taskforce-on-child-protection
- **ICMEC/ITFCP Education Portal:** https://www.icmec.org/education-portal/
- **ITFCP Child Protection Standards:** https://www.icmec.org/wp-content/uploads/2016/08/New-Standards-for-Child-Protection-Adopted-by-School-Evaluation-Agencies-2.pdf

For Safer Recruitment Overseas:

- **Prohibition Order Checks from COBIS:** https://www.cobis.org.uk/our-services/prohibition-order-checks
- **International Child Protection Certificate:** https://www.acro.police.uk/icpc/
- **CPNI Guidance on overseas criminal records checks:**
  https://www.cpni.gov.uk/system/files/documents/71/a2/How_To_Obtain_An_Overseas_Criminal_Record_Check_May_2018.pdf
- **UK Home Office guidance on overseas criminal records checks:**
  https://www.gov.uk/government/publications/criminal-records-checks-for-overseas-applicants

Quality Assurance schemes for British international schools:

- **COBIS Patron's Accreditation & Compliance:** https://www.cobis.org.uk/join-us/the-patrons-accreditation-and-compliance

- **COBIS Patron's Accreditation & Compliance – standards (refer in particular to standards 1A and 1B):** https://www.cobis.org.uk/uploaded/Email_banner/COBIS_Accreditation_Compliance_FINAL.pdf
- **COBIS Patron's Accreditation & Compliance – <u>schools demonstrating outstanding practice in safeguarding –</u>** <u>for information about how to connect with schools that have successfully completed COBIS Patron's Accreditation & Compliance and have demonstrated outstanding practice in the area of safeguarding and/or safer recruitment, please contact quality@cobis.org.uk</u>
- **DfE British Schools Overseas (BSO) inspections:** https://www.gov.uk/guidance/british-schools-overseas-inspection-scheme
- **Council of International Schools:** https://www.cois.org/for-schools/international-accreditation

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If you have questions about accessing the COBIS members area or about joining COBIS please contact Natalie Williams, Membership Officer, COBIS, Natalie.williams@cobis.org.uk

For all safeguarding/safer recruitment enquiries including a request for prohibition checks please contact safeguarding@cobis.org.uk