



ISN SAFEGUARDING POLICY

“There is no duty more important than ensuring that children’s **rights** are respected, that their welfare is protected, that their lives are free from fear and want and that they can grow up in peace.”

Kofi A. Annan
Secretary-General of the United Nations

Child abuse and neglect are concerns throughout the world. Child abuse and neglect are violations of a child’s human rights and are obstacles to the child’s education as well as to their physical, emotional, and social development. The International School of Nice endorses the *UN Convention on the Rights of the Child*, of which our host country, France, is a signatory.

Purpose:

- The policy states what ISN expects from all its staff and volunteers (including anyone undertaking the duties for ISN, paid or unpaid)
- The policy helps us protect children and young people from abuse
- The policy reduces the possibility of unfounded allegations
- ISN ensures that all stakeholders have read, understood and agreed on the policy
- ISN ensures all stakeholders understand the consequences of inappropriate behaviour

ISN understands safeguarding as follows:

- protecting children from maltreatment
- preventing impairment of children’s health or development
- ensuring children grow up in circumstances consistent with the provision of safe and effective care
- taking action to enable all children to have the best outcomes
- promoting welfare

As a school, ISN fills a special institutional role in society as protectors of children. As such, ISN ensures that all children in our care are afforded a safe and secure environment in which to grow and develop, both at school and outside the school boundaries. As educators, observing and interacting with children over time, we are in a unique position to identify children who are in need of help and protection. As such, we acknowledge our professional, legal and ethical obligation to identify children who are in need of help and protection, and, if needed, we take steps to ensure that the child and family avail themselves of the services needed to remedy any situation that constitutes child abuse and/or neglect.

Child abuse can be:

- **physical**
- **sexual**
- **emotional**
- **neglectful behaviour towards a child.**

All staff employed at the International School of Nice must report suspected incidents of child abuse or neglect whenever the staff member has reasonable cause to believe that a child has suffered, or is at significant risk of suffering abuse or neglect. Reporting and follow up of all suspected incidents of child abuse or neglect will proceed in accordance with administrative regulations respective to this policy. Furthermore, cases of suspected child abuse or neglect will be reported to the Designated Safeguarding Officer of the school who will liaise with the appropriate child protection agency and/or the local authorities.

If any safeguarding concerns are raised against a member of the ISN community, the International School of Nice will conduct a full investigation following a carefully designed course of due process, keeping the safety of the child at the highest priority.

The International School of Nice provides a Child protection policy which aims to protect the entire community. The International School of Nice shares this policy with all stakeholders and is committed to reviewing and updating its policy on an annual basis. All staff members are required to undertake specific professional development on child protection and safeguarding procedures. The school policy is supported by clear procedures which include : external authority interventions, PSHE sessions and a safer recruitment procedure. All external providers/collaborators are required to produce background/criminal records check.

The school has one Designated Safeguarding Officer who is part of a team of 4. This person takes the lead on safeguarding.

The school considers the following when appointing the Designated Safeguarding Officer:

The person chosen should :

- Be someone with authority in the group such as a manager or team leader
- Have a Disclosure and Barring Service (DBS)

Role of the Designated Safeguarding Officer:

1. The Designated Safeguarding Officer is the first point of contact for all staff and volunteers for advice if they are concerned about a child and/or a colleague
2. The DSO has a higher level of safeguarding training and knowledge than the rest of the staff
3. The DSO is responsible for ensuring that ISN's safeguarding policy is kept up to date
4. The DSO ensures that ISN complies with safe recruitment procedures for new staff members and their induction
5. The DSO supports staff to assist in information regarding concerns and supports decision making about whether staff concerns are sufficient enough to notify Children's Social Services or whether other courses of action are more appropriate
6. The DSO makes formal referrals to the Duty and Advice Team
7. S/he ensures that concerns are logged and stored securely
8. S/he has joint responsibility with the management committee or Board of Trustees to ensure that the organization's safeguarding policy and related policies and procedures are followed and regularly updated
9. The DS Team is responsible for promoting a safe environment for children and young people and liaise with the Well-Being Committee
10. They know the contact details of relevant statutory agencies e.g. Children's Social Services, Police (for allegations against staff as well)

It is not the responsibility of the designated safeguarding officer to decide whether a child has been abused or not - that is the responsibility of investigative statutory agencies such as Children's Social Services or the police. However, keeping children safe is everybody's business and all staff should know who to go to and how to report any concerns they may have about a child being harmed or at risk of being harmed.

At ISN, special safeguarding training is organized to ensure that all staff can:

- Recognise abuse
- Report Abuse
- Be vigilant
- Follow clear procedures
- Respond if a child confides in them
- Respond if they have concerns about a child's welfare
- Report abuse when it concerns a student and/or a colleague

An allegation should be guided by:

- 1. The duty to keep the child safe.**
- 2. The duty to the alleged perpetrator- to ensure that their rights are upheld.**
- 3. The duty to the law and mandatory reporting obligations - to ensure local law is followed.**

By enrolling a child at ISN, parents agree to work in partnership with the school and abide by the policies adopted by the school. The Child Protection Policy endorsed by ISN defines the standards by which all students should be treated with respect and dignity at all times in a safe and caring environment.

Possible signs of abuse include:

- Unexplained or suspicious injuries such as bruising cuts or burns, particularly if situated on a part of the body not normally prone to such injuries or the explanation of the cause of the injury is does not seem right.
- The child discloses abuse, or describes what appears to be an abusive act.
- Someone else (child or adult) expresses concern about the welfare of another child.
- Unexplained change in behaviour such as withdrawal or sudden outbursts of temper.
- Inappropriate sexual awareness or sexually explicit behaviour.
- Distrust of adults, particularly those with whom a close relationship would normally be expected.
- Difficulty in making friends.

Eating disorders, depression, self-harm or suicide attempts.

The Child Protection Policy is supported by procedures which clearly define the steps and reporting process.

DESIGNATED SAFEGUARDING TEAM



Astrid Le Gal
Deputy Head – Secondary School Principal



Clare Moor
Lower School Principal



Colin Macnab
Athletics Director



Rachel Jagger
IB/IGCSE History teacher

Safeguarding procedures

1. BECOMING AWARE OF A SAFEGUARDING ISSUE

When to react :

For example:

- *a third party or anonymous allegation is received;*
- *a child or young person's appearance, behaviour, play, drawing or statements cause suspicion of abuse and/or neglect;*
- *a child or young person reports an incident(s) of alleged abuse which occurred some time ago;*
- *a written report is made regarding the serious misconduct of a worker towards a child or young person.*

2. WHAT TO DO IF YOU ARE CONCERNED ABOUT A CHILD

It is important that you treat any allegations extremely seriously. Never think that someone else may be dealing with it. If you receive information that a child may be at risk of, or experiencing harm make sure your organisation and staff know how to respond appropriately.

Stage 1

- Initially talk to a child/young person about what you are observing. It is okay to ask questions, *for example: "I've noticed that you don't appear yourself today, is everything okay?"* But never use leading questions
- Listen carefully to what the young person has to say and take it seriously. Act at all times towards the child as if you believe what they are saying
- It is not the responsibility of groups to investigate incidences of suspected child abuse but to gather information and refer only
- Always explain to children and young people that any information they have given will have to be shared with others, if this indicates they and or other children are at risk of harm
- Notify the Designated Safeguarding Officer
- Record what was said as soon as possible after any disclosure; the person who receives the allegation or has the concern, should complete a Report Case Form and ensure it is signed and dated

The contents of the Report Case Form should include: *see annexe*

- Date and time of notification
- Young person's name
- What was said
- Actions to be taken (both internal and external actions - based on the issues raised in the allegation, e.g., Notify Manager/DSO or DS Team)
- Respect confidentiality and file documents securely

Stage 2

- The Designated Safeguarding Officer will take immediate action if there is a suspicion that a child has been abused or likely to be abused. In this situation the DSO will contact the police and/or the DS Team. If a referral is made direct to the DS Team this will be followed up in writing within 24 hrs.

NB : Parents / guardians will need to be informed about any referral to Children & Young People's Social Services unless to do so would place the child at an increased risk of harm.

Stage 3

- The Head of School with the DSO may contact the local authorities :

CONSEIL DEPARTEMENTAL DES ALPES MARITIMES

Service de l'Aide Sociale à l'Enfance

Antenne Départementale de Recueil, d'Évaluation et de Traitement des Informations Préoccupantes (A.D.R.E.T)

B.P 3007 06201 NICE Cedex 3

protectiondelenfance@departement06.fr

08 05 40 06 06

3. MANAGEMENT AND SUPERVISION OF STAFF/VOLUNTEERS

It is important that all staff have an opportunity to discuss with their line manager any safeguarding matter giving them concern and this is best done by providing regular supervision.

Supervision:

- Regular drop in visits are organized all through the year
- Teachers are observed and given feedback on their practice
- Volunteers are observed as well during their interventions with children
- Regular meetings with the DS Team allows for sharing about the observations

4. ALLEGATIONS AGAINST STAFF

Any allegations made against a member of staff will be discussed with the Designated Safeguarding Officer (DSO) and the Head of School. If the allegations are against a lead member of the school, staff should report to the HR manager and a Globeducate Board Member.

An allegation is made against a member of staff :

- The DSO ensures that the child is safe and away from the person against whom the allegation is made
- If it is a colleague, the person will report to the line manager who will then organize a meeting with the DS Team and the Head of School

Consideration is given to the operation of disciplinary procedures:

- The Head of School and the DS Officer decides which measures to take :
 - Contact the local authorities
 - Organize an internal investigation
 - Decide on an immediate suspension if needed
 - Decide on an ultimate dismissal dependent on the nature of the incident

5. SAFE RECRUITMENT

Sometimes there are people who work, or seek to work with children and young people who may pose a risk to children and who may harm them. ISN has a clear process for recruiting staff and volunteers to help reduce this risk.

ISN proceeds as follows:

- An application form assesses the candidate's suitability for the role. This makes it easier to compare the experience of candidates and helps get all of the important information
- ISN Safeguarding Policy is included in the application pack
- Face-to-face interviews are organized with pre-planned and clear questions
- Questions about any criminal convictions, cautions, other legal restrictions or pending cases that might affect their suitability to work with children are included in the interview
- Candidate's identity is checked with a photographic ID
- Candidate must show evidence of any relevant qualifications they say they have
- ISN applies for a police check from France or for a DBS check when applicable. This is for all staff who have contact with children or have access to our records, including volunteers, trustees, and committee members
- ISN **always** checks any references candidates provide and asks specifically about an individual's suitability to work with children
- A copy our safeguarding procedures is given during the induction days

- When hiring from abroad, ISN ensures that police check are provided – whenever possible and supervision is organized to monitor the new employees
- ISN ensures that additional references are provided for any worker from abroad

6. DISTRIBUTING/ REVIEWING POLICIES AND PROCEDURES

ISN has in place a system for distributing, displaying and reviewing its overall policies and procedures. They are reviewed annually and signed by the Head of School.

At ISN, several policies are developed to ensure child protection

- The Child Protection Policy
- The Well-Being Handbook
- The First Aid Protocol
- The Mentoring Program
- The Anti-Bullying Policy
- The Digital Citizenship Definition
- GDPR

They are reviewed annually and signed by the Head of School. They are distributed to all staff, parents and students, on the website, during Homeroom sessions, and displayed in the school. Copies are made available for all stakeholders.

The Designated Safeguarding Team poster is displayed prominently in the school.

7. TRAINING FOR STAFF

ISN has in place a strong professional development program that includes safeguarding training for all its members.

ISN's safeguarding training is supported by the following authorities:

- EDUCARE - online training
- Institut Régional de Formation Sanitaire et Sociale
Provence-Alpes-Côte d'Azur Corse
- CIS – Child Protection workshops

Useful links and addresses

Contact:

Protection de l'enfance

<https://solidarites-sante.gouv.fr/affaires-sociales/familles-enfance/protection-de-l-enfance-10740/>

Appeler le 119 : numéro d'appel national de l'enfance en danger.
Ouvert 24h/24, 7/7, gratuit, n'apparaît pas sur la facture téléphonique, l'appel peut-être anonyme.

Services de police ou de gendarmerie (17 ou 112),
Les pompiers (18 ou 112)
Le Samu (15).



Links :

<https://www.giped.gouv.fr/>

<http://www.allo119.gouv.fr/>

<http://www.onpe.gouv.fr/>

Service public

<https://www.service-public.fr/particuliers/vosdroits/F952>

Fondation Lenval, Nice

<https://lenval.org/>

La maison des adolescents

<https://lenval.org/centre-marina-picasso/>

Maison des Adolescents

Centre Marina Picasso
2 rue Raynardi, 06000 Nice
Ouvert de 9h à 17h, du lundi au vendredi
Téléphone : 04.93.26.10.92

NON AU HARCÈLEMENT

ÉLÈVES, PARENTS, PROFESSIONNELS : APPELEZ LE

3020

Service & appel
gratuits

Ouvert du lundi au vendredi de 9h à 18h (sauf les jours fériés)

Specialists/Professionals in the area :

Useful Contacts

(Updated Oct 2020)

Educational Psychologists, Psychiatrists, Speech Therapists:

- *Assessments for Learning Difficulties (eg Dyslexia, ADHD, ADD) & Exam Access Arrangements in English:*

Dr Katrin Scanlan (all school age students)
in Valbonne Tel 06 68 52 99 79

dr.kscanlan@gmail.com

www.katrinscanlan.com

Dr Michael Thomson (Educational Psychologist UK):
East Court Assessment Centre, The Orchard, Lyndhurst Road, Ramsgate,
KENT CT11 8EA

Tel: 0044 (0) 1843 592077

www.eastcourtassessment.co.uk

Keith Linton (Educational Psychologist UK)
keithlinton44@gmail.com

The Professional Association of Teachers of Students with Specific learning
Difficulties

<https://www.patoss-dyslexia.org/> Go onto *Support & Advice* and choose *Tutor
Assessor Index*.

British Dyslexia Association

<http://www.bdadyslexia.org.uk/> Go onto *Parent*, then *Book an Assessment*.

The British Psychological Society

<http://beta.bps.org.uk/> Under *Public* section, click on *Find a Psychologist*

Dyslexia Action Associates (Midlands, East region)
<https://www.facebook.com/midlandsandeast/>

Dyslexia Action Guild
<http://www.dyslexiaaction.org.uk/professional-membership-dyslexia-guild>
Click on *Members' Directory* for a list of assessors and contact details.

Dr Peter Brooks (Educational Psychologist UK) 111 Town Street, Upwell,
Wisbech, Cambridgeshire, PE14 9DQ, Tel: 0044(0) 1945 351477
edpsych@pbrooks48.freeserve.co.uk, www.brookspsychology.eu

Consentia Education
www.consentia-education.co.uk
christine@consentia-education.co.uk

Corinne Guibard (Clinical Psychologist and Child & Adolescent
Psychotherapist)
190 Ave de la Foret, 1000 Brussels Belgium
Tel 32 2 649 09 06 cguibard@skynet.be

ADHD, ASC, Dyslexia Family Resources, Brussels
<http://www.adhd-edu.be>

www.apa.org (American Psychological Association- Click on *Psychology Help Centre*, then *find a psychologist*)

www.american-dyslexia-association.com International Dyslexia Association
www.eida.org

www.dyslexia-add.org (Dyslexia Research Institute)

www.dys-add.com (How to get help and ask for testers)

- ***French Psychologist : (bilans complets, dont WISC est inclus)***

Bernard Borelli, 48 Rue Rossini, 06000 Nice
Tel : 04 93 87 78 78

- ***French psychiatrists:***

Le service pédiopsychiatrique de l'hôpital Lenval, Nice.

(Prise en charge avec la carte Vitale) CERTA (Lenval)

<http://certa.lenval.org/#/accueil/>

04 92 03 92 00

Jean Charles Terrassier, Résidence Continentale, Bat B, 34 rue Paul Deroulède,
06000 Nice

Tel : 04 93 88 40 16

Sophie Béreny, 4 Ave Félix Faure, 06000 Nice

Tel : 04 93 85 16 18 Portable : 06 07 66 58 18

Alexandra Milazzo, (neuropsychologue who speaks French, Italian & English
and does the WISC), Tel: 06 88 37 73 53

CERENE (Centre de Référence pour L'Evaluation Neuropsychologique de
l'Enfant)

www.cerene-education.fr

Cedric Forino

forinocedric@gmail.com

- ***Behavioural Therapists: (English speaking)***

Dr Katrin Scanlan (all school age students, speaks English, French & German)

Tel 06 68 52 99 79 dr.kscanlan@gmail.com www.katrinscanlan.com

Thérapie comportementale cognitive (Cognitive Behaviour Therapy)

<https://www.centre-psychologue-nice.fr/tcc-therapie-comportementale-cognitive-nice/>

Catherine Rouah (recommended by Dr Scanlan)

in Sophia Antipolis: Tel 06 24 36 48 06

<https://www.psychologue-sophia-antipolis-rouah.fr/>

Anne Porreca (all school age students)

(Nice)

Tel 04 93 16 12 67

Emmanuel & Emmanuelle Aubert (English & French speakers)
47 Boulevard Victor Hugo
06000 Nice

Tel: Emmanuel 06 82 50 36 95

Emmanuelle 06 82 51 81 16

- *Training to restore the activity of the nervous system, concentration, behavior & learning difficulties, chronic fatigue and anxiety:*

Quertant method <http://www.quertant.org/> <http://www.quertant.org/en/>
<http://www.quertant-alsace.com/version-uk>

- *Methods and training for auditory and visual processing (Fischer method):*

Blick Labor, Freiburg Germany, www.blicklabor.de Tel: 0761 38 41 95 10

<http://www.counsellinginfrance.com>

<http://riviera.angloinfo.com/> click on *Directory*, then on *Health Fitness & Beauty*, followed by *Counselling & Therapy*

<http://www.soshelpline.org/>

<https://lenval.org/centre-marina-picasso/> (Maison des Adolescents- Hôpital Lenval)

- *Speech Therapists/Orthophonistes:*

Emily Bateman (Valbonne & English speaking) 06 18 29 16 56
support.in.english@hotmail.com

French orthophonistes:

Ludivine Lebel, 12 Ave Notre Dame, 06000 Nice
Tel : 04 93 80 89 04

Marion Samper, 1 Bvd Louis Delfino, 06300 Nice
Tel : 04 93 26 69 76 07 64 07 55 95
marion.samper@gmail.com

Anne Mor, 341 Chemin de la Ginestiere, vista Mar B1, 06200 NICE
Tel : 04 93 44 64 07

Christelle Batailler, 17 Rue Auguste Renoir, Cagnes sur Mer
Tel : 04 93 73 64 74

Arnauld Durand (conventioné), 2 Blvd de France, Monaco
Tel : 377 93501139 Portable : 06 76 06 32 58

Magalie Payne (in Le Rouret)
Tel : 04 93 40 72 13 Portable : 06 17 96 30 12

Centre d'Evaluation et de Rééducation Pluridisciplinaire pour Enfants,
Adolescents et Adultes) Languages spoken : English, French, Russian,
Portuguese, Lebanese)
L'Alcazar, 3 Bvd du general Leclerc, 06240 Beausoleil
www.cerpea.com accueil@cerpea.com
Tel : 04 93 52 47 14

- *Assessments in Italy (Alassio)*

Prof Bensa is in charge of the center in Alassio. Please contact his secretary for
an appointment: Mrs Marinella +39 346 163 5400

- *Rééducateur de l'écriture (Handwriting & motor coordination
difficulties):*

www.graphidys.com (annuaire de graphothérapeutes)

Céline HEBRAS

Les oliviers de Juin
23, avenue de la Résistance
06140 Vence
06 86 84 27 80
chebras@hotmail.fr
<http://www.vencecriture.com>

Suggestions for training:

EDUCARE

<https://www.myeducare.com/login/index.php>

Institut Régional de Formation Sanitaire et Sociale **Provence-Alpes-Côte d'Azur Corse**

[https://irfss-pacac.croix-](https://irfss-pacac.croix-rouge.fr/content/view/full/671/(domaine)/10962/(sous_domaine)/33493)

[rouge.fr/content/view/full/671/\(domaine\)/10962/\(sous_domaine\)/33493](https://irfss-pacac.croix-rouge.fr/content/view/full/671/(domaine)/10962/(sous_domaine)/33493)

CIS

<https://www.cois.org/about-cis/child-protection/workshops>

For writing this policy:

Leeds Safeguarding children Partnership

<https://www.leedsscp.org.uk/Voluntary-Community-Faith-Third-Sector/Role-of-the-designated-Safeguarding-officer#:~:text=They%20are%20responsible%20for%20ensuring,staff%20members%20and%20their%20induction.>

NSPCC

<https://learning.nspcc.org.uk/child-protection-system#:~:text=The%20UK's%20four%20nations%20%E2%80%93%20England,children%20from%20abuse%20and%20neglect.&text=Each%20UK%20nation%20is%20responsible,education%2C%20health%20and%20social%20welfare.>