



# **BROADOAKS BRITISH SCHOOL**

## **CHILD PROTECTION POLICY**

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## Child Protection Policy

Broadoaks British School is committed to safeguarding the children in our care and to consistently create a safe environment that inspires all children to explore, play, learn, develop, discover and ultimately achieve greatness in an innovative world.

We recognise that there are acceptable and non-acceptable treatments of children and that every child has a right to be protected from neglect and abuse based on the United Nations Convention on the Rights of the Child of which Nigeria is signatory to.

**Article 19** (Protection from abuse and neglect) states that:

**“The state shall protect the child from all forms of maltreatment by parents or others responsible for the child and establish appropriate social programmes for the prevention of abuse and treatment of victims.”**

As part of our policy, Broadoaks British School will:

- Ensure we practice safe recruitment in checking of staff and volunteers to work with children. This will be done by working with recruitment agencies that require candidates to have background checks as well as seeking and following up of references and ensuring that any unexplained gaps in employment record/curriculum vitae are satisfactorily accounted for
- Provide induction training on our child protection policy to all staff and volunteers
- Provide supervision and support for staff and volunteers in contact with the children
- Appoint persons within the organisation to deal with child protection concerns
- Ensure that staff attend child protection training as appropriate
- Provide age appropriate information to help students understand personal safety, needs and rights
- In the case of a staff member accused of any kind of abuse, Broadoaks British School will conduct a full investigation following due process and keeping the safety of the child as topmost priority
- Ensure that all staff members report cases of known or suspected child abuse and neglect
- Review policy each time an incident is reported or once every year by the 30<sup>th</sup> of August



## **Overall Responsibility of all Members of Staff and Volunteers**

All staff members are bound to look out for the children and ensure their well-being. It is our professional duty to report cases of known or suspected child abuse and neglect. All staff and volunteers are expected to read, understand and sign off on the Child Protection Policy. All questions about the policy or its implementation will be addressed by the Coordinator of Schools.

## **Recognising Child Abuse and Neglect**

Abuse can take different forms: physical, emotional, sexual and neglect. There are usually indicators or warning signs when children suffer from any of the above mentioned forms of abuse. Indicators may be shown through unexplained marked changes in behaviour, injuries, hyper vigilance, etc. Where such indicators prevail, or there is a reasonable concern or suspicion of neglect or abuse, Broadoaks British school will respond swiftly as ignoring the signals or failing to intervene may result in on-going or further harm to the child.

### **Physical Abuse**

Physical abuse is any physical injury inflicted on a child with cruel and/or malicious intent. Physical abuse involves the intentional use of force against a child. This could include hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, pinching, beating, cutting, kicking, biting, choking or otherwise causing physical harm.

### **Signs of Physical Abuse**

- Questionable excuses explaining injuries
- Refusal to discuss injuries
- Afraid to go home
- Injuries which have not received medical attention
- Bruises, lacerations, object-shaped marks, fractures, burn scalds
- Excessive layers of clothing in hot weather
- Aggression towards others
- Attempts to run away
- Self-mutilation



**A person carrying out physical abuse may:**

- Appear overly severe and harsh when with child
- Lash out in anger when a child does something wrong instead of explaining
- Use the fear of physical punishment rather than teaching rules, as a way to control child's behaviour

**Emotional Abuse**

Emotional abuse is also known as psychological/verbal abuse. It involves statements that can injure a child's sense of self-esteem, causing severe and persistent adverse effects on the child's emotional development. This includes calling the child negative names, insulting, conveying to the child that they are worthless or unloved, inadequate, spurning, ignoring, over pressuring, isolating, terrorising. It may involve causing children to frequently feel frightened or in danger or the exploitation or corruption of children.

**Signs of Emotional Abuse**

- Persistent tiredness
- Lying
- Unusually socially withdrawn
- Talking badly about themselves
- Exhibiting sudden changes in speech (such as stuttering)
- Being fearful of a particular person
- Low self esteem
- Attempts to run away
- Is excessively withdrawn, fearful or anxious about doing something wrong
- Highly anxious
- Self-harm or self-abusive behaviour

**A person carrying out an emotional abuse may:**

- Frequently shout at or threaten a child
- Give a child the "silent treatment" as a punishment
- Mock the way a child is or how they try to communicate
- Limit normal social interaction with peers and others
- Not allow a child express his/her views and opinions



## **Sexual Abuse**

Sexual abuse involves exposing a child in inappropriate sexual content or behaviour; using a child for sexual stimulation; indecent exposure; forcing or enticing a child or young person to take part in sexual activities, including prostitution, whether or not the child is aware of what is happening. The activities may involve physical contact, including penetration and non-penetrative acts.

### **Signs of Sexual Abuse**

- Signs of trauma to the genital area such as unexplained bleeding, bruising or blood on the sheets or pants
- Sexual behaviour inappropriate for the child's age
- Not wanting to be left alone with certain people or being afraid to be away from primary caregivers, especially if this is a new behaviour
- Tries to avoid removing clothing to change or bathe
- Excessive worrying or fearfulness
- Resuming behaviours they had grown out of, such as thumb sucking and bedwetting
- Sexually transmitted disease
- Has discomfort walking or sitting
- Pregnancy
- Makes strong effort to avoid a specific person, without an obvious reason

### **A person carrying out sexual abuse may:**

- Encourage the child to behave in a way that is sexually inappropriate
- Tell dirty jokes or stories
- Show genitals to the child
- Force or invite child to undress for sexual gratification
- Look at, show or share sexual images, toys, videos or other materials

## **Neglect**

Neglect includes failure to protect a child from physical and emotional harm or danger; ensure adequate supervision; ensure access to appropriate medical care or treatment. It may also include neglect of or unresponsiveness to a child's basic emotional needs.



### **Signs of Neglect**

- Malnourished
- Extremely dirty or not bathed
- Poor social skills
- Is very demanding of affection and attention
- Poor school attendance or school performance
- Demonstrates severe lack of attachment to other adults
- Low self esteem
- Unattended medical needs
- Poor personal hygiene

### **A person carrying out neglect may:**

- Lock a child in a room or closet
- Not provide appropriate food, clothing or medical care
- Place or leave a child in a situation where they can experience emotional or physical harm or danger

### **Responding to the child**

Members of staff are bound to look out for children and ensure their overall wellbeing. Staff will report to the Coordinator of Schools when they have reasonable suspicion/reasonable belief that a child is harmed, has been harmed in the past, or is at imminent risk of significant harm.

### **How to respond when a child makes a disclosure**

Disclosure is one of the general indicators of abuse. In this case, it is an act of divulging information on abuse. If a child makes a disclosure, member of staff to whom the child discloses to will:

- Stay calm and reassuring
- Not make judgements
- Listen and be attentive
- Not condemn or judge the alleged abuser
- Not make assumptions about the child's feelings
- Tell the child that he/she has done the right thing in telling
- Tell the child that they believe in him/her
- Put the child at ease by sitting near them not behind them
- Support the child: Tell him/her that they have not done anything wrong
- Let the child know what you will do: "We need to tell the Coordinator of Schools she knows how to help you"
- Ask permission before touching the child



- Do what they can to make sure the child is safe from further abuse
- Immediately inform the Coordinator of Schools: Phone her on this number if she is out of school: 08140407094

### **Do Not's**

- Do not pressurise the child or ask any leading questions
- Do not give false assurances: You will have to pass the information on, so do not promise to keep it a secret
- Do not talk to child's parents about concerns before seeing the Coordinator of Schools
- Do not examine the child, lift clothing, or ask to see bruises
- Do not tell anyone in school if they do not need to know
- Do not talk about your suspicion where others may overhear
- Do not talk about the case with anyone outside the school
- do not
- Do not ask the school nurse to examine the child. People are informed on a 'need to know' basis.
- Do not ring any agency without first speaking to the Coordinator of Schools.
- Do not put your personal feelings into the conversation.
- Do not ask why questions or interrogate the child.
- Do not make the child feel different or singled out.

### **Procedures for reporting suspected cases of child abuse and neglect**

#### **Step 1**

When a child makes a disclosure or there is reasonable suspicion/belief that abuse is occurring, the teacher or member of staff will:

- Report to the Coordinator of Schools within 24 hours
- Note what they observed and when they observed it.
- Describe signs of physical injury in details, and, if appropriate sketch
- Record any comment by the child concerned, or by any other person about how an injury occurred, preferably quoting words actually used
- Sign and date the record and give it to the Coordinator of Schools who will retain it and take steps to collate more information regarding the reported incident as well as form a committee made up of the school nurse and other individuals she sees fit.

All records are considered highly confidential and kept in a secure place by the Coordinator of Schools



## Step 2

The Coordinator of Schools will:

- Consult with the Head of Administration to review child's history/records in the school
- Report case to the Director of Schools
- Meet with committee and determine as well as execute the next course of action

Actions may include:

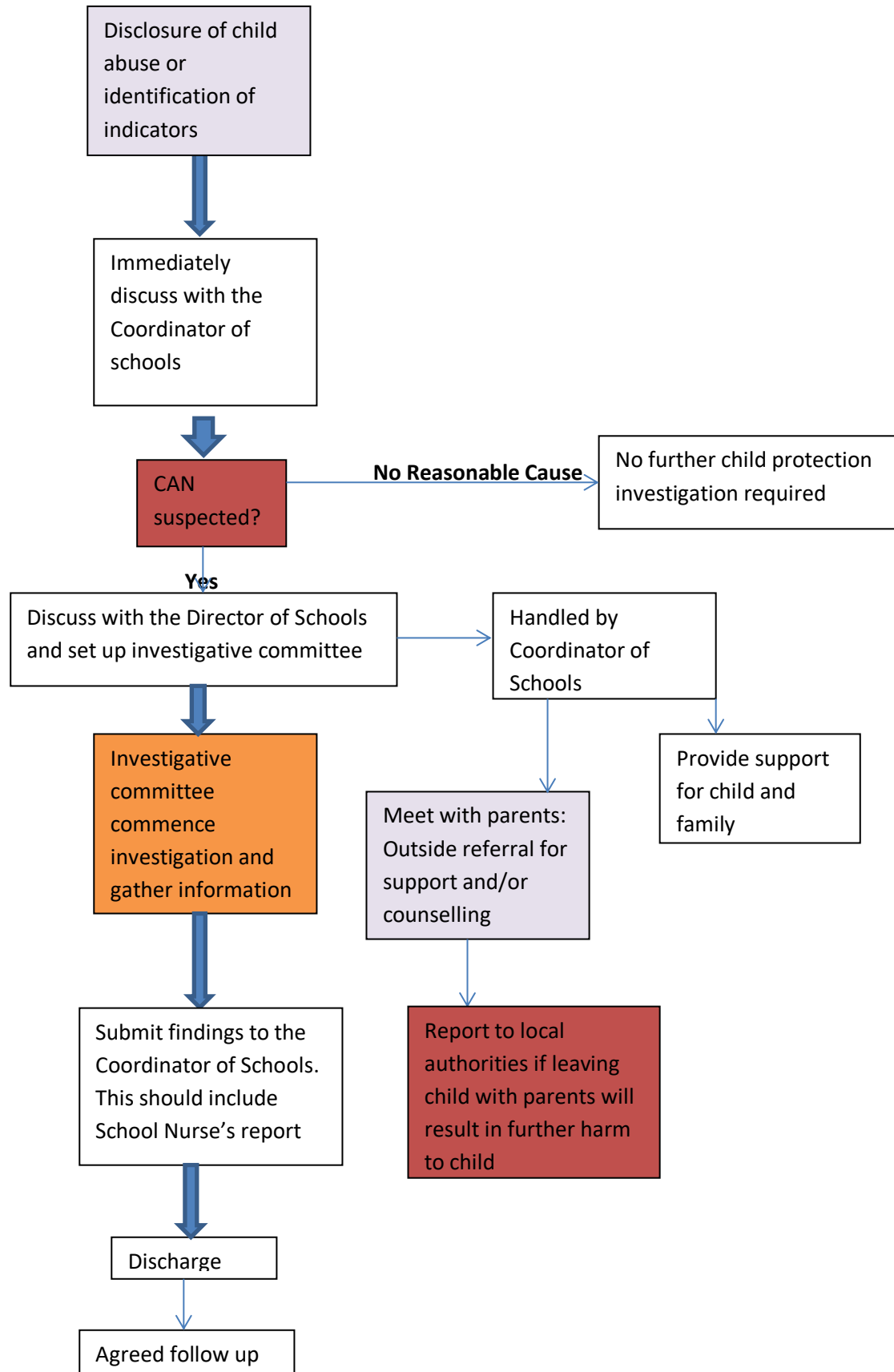
- Close observation of the child by the Primary Coordinator
- Meet with the family to present school's concern
- Informal consultations with local authorities
- Maintain contact with the child and family to provide appropriate support  
(See flow chart below; pg. 8)

Records of the child will be kept in the child's confidential school file. In a situation where the child is transferred to another school, Broadoaks British School will make every attempt to share information so as to protect the child.





### Broadoaks British School Flow Chart for suspected Child Abuse and Neglect





**Broadoaks British School Child Protection Report Form**

<b>Name of Child:</b>
<b>Date of Birth:</b>
<b>Class:</b>

<b>Report completed by:</b>	<b>Signature:</b>
<b>Role:</b>	<b>Date:</b>

**Type (Check as applicable)**

<b>Physical Abuse</b>	
<b>Emotional Abuse</b>	
<b>Sexual Abuse</b>	
<b>Neglect</b>	
<b>Other (Specify)</b>	

<b>Nature of concern</b>
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I ..... understand and agree that all information recorded in this form should remain confidential.

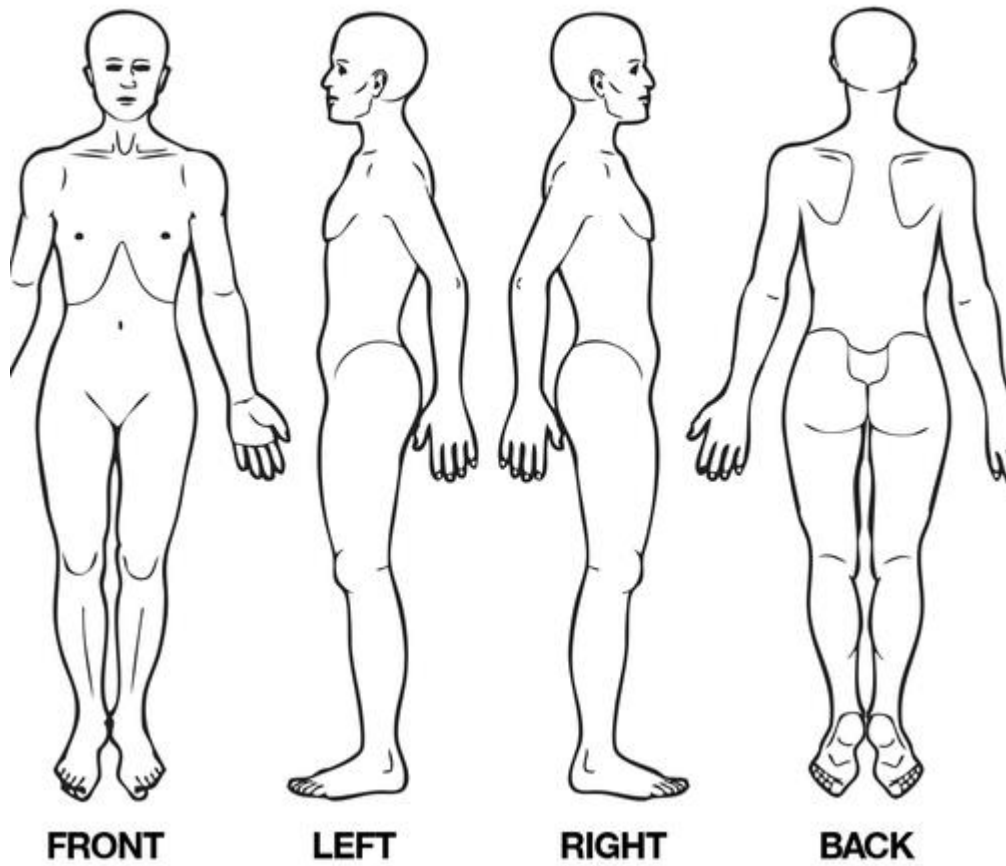


**School Nurse's Child Protection Reporting Form**

**BODY CHECK – CLINICAL**

**Nurse's Name** .....

Indicate on the chart below all injuries. Kindly give a vivid description in the section provided below, being as specific as possible. If more than one area is affected, please number them (1, 2, 3, etc.)



<b>Description</b>	
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