

Jersey Music Service Child Safeguarding Policy

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1. Opening statement

As a trusted organisation Jersey Music Service has a moral and statutory responsibility to safeguard and promote the welfare of all pupils who access our facilities and services. All JMS staff share the objective to help keep children and young people safe by:

- Providing a safe environment for children and young people to learn and develop.
- Identifying children and young people who are suffering or likely to suffer significant harm.
- taking appropriate action with the aim of making sure they are kept safe both at home and within the school or learning settings within which we teach.
- Following the JMS teachers and tutors code of conduct (appendix 1).

JMS is committed to safeguarding and promoting the welfare of all its pupils. We believe that:

- All children/young people have the right to be protected from harm.
- Children/young people need to be safe and to feel safe while learning with JMS.
- Children/young people need support which matches their individual needs, including those who may have experienced abuse.
- All children/young people have the right to speak freely and voice their values and beliefs.
- All children/young people must be encouraged to respect each other's values and support each other.
- All children/young people have the right to be supported to meet their emotional, and social needs as well as their educational needs – a happy healthy sociable child / young person will achieve better educationally.
- JMS can and do contribute to the prevention of abuse, victimisation, bullying, exploitation, extreme behaviours, discriminatory views and risk-taking behaviours.
- All staff and visitors have an important role to play in safeguarding children and protecting them from abuse.

2. Policy aims

- To provide all staff with the necessary information to enable them to meet their child protection responsibilities.
- To ensure consistent good practice.
- To demonstrate the JMS commitment with regard to child protection to pupils, parents and other partners.
- To provide and signpost necessary, mandatory training and updates.

This policy applies to all adults, including volunteers, working in or on behalf of JMS. All staff and volunteers will:

- Fully comply with the JMS policies and procedures.
- Attend appropriate training.
- Inform the designated people of any concerns.

3. Key principles

- The welfare of the child is paramount.
- All children, regardless of age, gender, ability, culture, race, language, religion, or sexual identity, have equal rights to protection.
- Always act on any concern or disclosure that may suggest a child is at risk of harm.
- Pupils and staff involved in child protection issues will receive appropriate support.

We recognise that:

- Some children may be especially vulnerable to abuse.
- Children who are abused or neglected may find it difficult to develop a sense of self-worth and to view the world in a positive way. Because of this, their behaviour may be challenging.
- Children can be victims and perpetrators of abuse.
- Children who harm others may have been abused themselves.
- Allegations can be made against staff, however careful and safe our recruitment practices.

This policy will be updated annually and available to everyone working in JMS. This policy is available on www.jms.je website and also available to parents on request. It is also provided as an appendix to the JMS Handbook.

4. Legislation and Guidance

We comply with the statutory legislation, guidance and arrangements issued by Jersey's Education Department – The Children, Young People, Education and Skills Department, Government of Jersey.

5. The Designated Safeguarding Lead

The Designated Safeguarding Lead (DSL) on the senior leadership team is Katy Parker and Dr Graham Cox, they have lead responsibility and management oversight and accountability for child protection and will be responsible for coordinating all child protection activity. When JMS has concerns about a child, the Designated Safeguarding Lead will decide what steps should be taken and should advise the Principal.

Child protection information will be dealt with in a confidential manner. Staff will be informed of relevant details only when the Designated Safeguarding Lead feels their knowledge of a situation will improve their ability to deal with an individual child and / or family. A written record will be made of what information has been shared with whom, and when.

Child protection records will be stored securely in a central place separate from academic records. Individual files will be kept for each child. Files will be kept for at least the period during which the child is attending school. These files are kept in the JMS office digitally or in paper form as appropriate. Access to these records by staff other than by the Designated Safeguarding Lead and JMS Principal will be restricted.

Parents will be aware of information held on their children and kept up to date regarding any concerns or developments by the appropriate members of staff.

Teachers should not disclose to a parent any information held on a child if this would put the child at risk of significant harm.

Information is shared with appropriate school's DSL with due regard to their confidential nature and in line with current Department guidance on the transfer of such records. Direct contact between JMS and school's is necessary.

We will record where and to whom the records have been passed and the date. For audit purposes a note of all pupil records transferred or received should be kept in either paper or electronic format. This will include the child's name, date of birth, where and to whom the records have been sent and the date sent and/or received.

6. Providing a safe and supportive environment

JMS teaching takes place in schools, and the teaching rooms at JMS.

JMS staff comply with the JMS Staff Code of Conduct (See Appendix and JMS Staff Handbook). JMS SMT are responsible for ensuring that information in this guidance regarding conduct, is known to all staff and volunteers working for the service. Safe working practice ensures that we are doing everything that we can to help keep pupils safe.

All staff:

- Are responsible for their own actions and behaviour and should avoid any conduct which would lead any reasonable person to question their motivation and intentions.
- Work in an open and transparent way.
- Work with other colleagues where possible in situations that could be open to question.
- Discuss and/or take advice from school management or Designated Safeguarding Lead over any incident which may give rise for concern.
- Record any incidents or decisions made as appropriate.
- Follow guidance on how to report concerns and disclosures.
- Use professional curiosity and show interest in pupils wellbeing at all times.
- Apply the same professional standards regardless of diversity issues.
- Be aware of information sharing and confidentiality policies.
- Are aware that breaches of the law and other professional guidelines could result in criminal or disciplinary action being taken against them.

7. Safer Recruitment and Selection

Safer recruitment practice includes scrutinising applicants, verifying identity and academic or vocational qualifications, obtaining professional and character references, checking previous employment history and ensuring that a candidate has the health and physical capacity for the job. It also includes undertaking interviews and undertaking appropriate checks through the Disclosure and Barring Service (DBS). All successful candidates will be subject to completion of the mandatory Safeguarding training and regular updates as required.

Volunteers, including work experience candidates will undergo checks commensurate with their work in schools and contact with pupils. Under no circumstances will a volunteer who has not been appropriately checked be left unsupervised or be allowed to engage in regulated activity. In cases where volunteers are awaiting a DBS check, a risk assessment must be completed to cover their time working alongside JMS staff.

All new, volunteers and work placements discuss and sign a set of guidelines for good practice, a confidentiality agreement, Child Protection Guidelines and an acceptable use policy, with the Principal, Vice Principal or Designated Safeguarding Lead.

8. Lone working

Jersey Music Service staff are frequently required to work alone, teaching individual and small groups of children in and outside of school hours. Therefore, the following guidance aims to ensure the safety and welfare of both staff and pupils in this situation. The following is guidance for safe working practice for the lone working teacher:

- Keep the door open if appropriate.
- Teach in rooms that have a windowed door or a window to the corridor where possible. If you are concerned about the room you have been asked to teach in please speak to JMS SMT in the first instance.
- Encourage students to adopt a knock and enter policy.
- Opening window blinds and ensure windows are otherwise clear, offering an open view into the room.
- Letting other members of staff in the building know you are there and where you are working.
- If you are required to remain with a child at the end of a lesson (in the event that their parent is late) wait in a public area in full view.
- Carry a mobile phone and electronic list of contact numbers for parents, and the contact number for the JMS office and JMS Designated Safeguarding Lead.
- If a child behaves in an inappropriate manner or in a way that makes you feel concerned you should contact your line manager and/or the Designated Safeguarding Lead immediately and report exactly what happened. See appendix “What to do when a child makes a disclosure”.
- Follow the JMS Teacher/Tutor Code of Conduct at all times. (See Appendix and JMS Staff Handbook).

9. How Jersey's Schools help children to keep themselves safe

Children are taught to understand and manage risk through personal, social, health and economic (PSHE) education in Jersey schools, through schools' focus on Core Values and sex and relationships lessons.

Schools aim to help children to think about risks they may encounter and with the support of staff, work out how those risks might be reduced or managed. Discussions about risk are empowering and enabling for all children and promote sensible behaviour rather than fear or anxiety.

Children are taught how to conduct themselves and how to behave in a responsible manner. Children are also reminded regularly about e-safety, the risks of sharing content and images online and tackling bullying, including cyber bullying procedures.

Schools in Jersey continually promote an ethos of respect for children, and pupils are encouraged to speak to a member of staff of their choosing about any worries they may have. They are reminded that confidentiality cannot be guaranteed, but that they will be listened to, heard and informed of what steps can be taken to protect them from harm and that feedback will be sought, so that their views about actions are known.

Although Jersey Music Service does not take an active role in discussions of this nature it is important that staff are aware that these conversations and lessons do take place and that they may become the chosen trusted staff member that a child may wish to disclose to.

10. Partnership with parents

JMS shares a purpose with schools and parents to educate and keep children safe from harm and to have their welfare promoted. We are committed to working with parents positively, openly and honestly. We ensure that all parents are treated with respect, dignity and courtesy. We respect parents' rights to privacy and confidentiality and will not share sensitive information unless we have their permission or it is necessary to do so in order to protect a child. JMS will endeavour to discuss all concerns with parents about their children. However, there may be exceptional circumstances when JMS may, through the DSL need to discuss concerns with MASH/Social Services and/or the Police without parental knowledge (in accordance with the Department for Children, Young People, Education and Skills Child Protection procedures). JMS will, of course, always aim to maintain a positive relationship with all parents.

11. Partnerships with external organisations

JMS recognises that it is essential to establish positive and effective working relationships with other agencies that are partners of the Safeguarding Partnership Board and Department for Children, Young People, Education and Skills. There is a joint responsibility on all these agencies to share information to ensure the safeguarding of all children.

Any organisations outside of the Department for Children, Young People, Education and Skills that we agree to work in partnership with must sign our Partnership Agreement and will follow our agreed outlines regarding safeguarding of children. They must follow our Safer Recruitment Policy and should have an up-to-date DBS background check. In circumstances where this is not possible a full and comprehensive Risk Assessment should be carried out.

12. JMS Safeguarding Procedures

The Jersey Music Service Designated Safeguarding Lead is contactable on 832230 and in an emergency, can be contacted on 720563. Please note, you cannot leave a message on an answerphone. The Deputy Safeguarding Lead is contactable if the DSL is unavailable.

To ensure a consistent approach and the safety and protection of all children in our care JMS staff should follow this guidance. If there is a concern for the child's welfare, JMS staff should always act immediately.

In the first instance it is important to gather as much information as possible applying the TED talk principle:

T - Ask the child to tell you more. "Tell me more about that. Tell me what happened."

E - Ask the child to explain. "Can you explain what you mean?"

D - Ask the child to describe what happened. "If I had been in the room with you, describe what I would have seen."

- If possible/appropriate, ask the child for permission to write notes and record their exact words.
- Remain with the child.
- If you believe the child is at immediate risk of harm, contact the police (tel. 612612).
- Otherwise contact the Designated Safeguarding Lead for the child's school.
- Contact JMS Designated Safeguarding Lead in addition to the schools DSL.
- If you are unable to contact the Lead, contact the schools Deputy Head or Head teacher.
- If you are unable to contact the Lead or Deputy, make an enquiry to MASH (tel. 519000).
- If the call needs to be made out of hours, contact the duty social worker via Police Headquarters.

Staff are advised to keep a record of the referral for their own records:

- Keep a note of dates and times that you have any conversations with other professionals about concerns you have about children. You may be asked about these at a later date.
- If you are keeping a record of concerns about a child, record what you have been told and by whom, what you have seen and what you have heard. Record dates and times. Record who you pass the information on to and when.
- You have a right to follow up on your enquiry. Ask the person you referred to for an update.
- If your enquiry is not followed up, record this decision for future reference.
- Keep any records you have about children confidential and store them securely.
- Whenever emailing personal information about a child, you must encrypt and or anonymise the child's name. For example for Claire Smith, you should put CS.

Accurate records will be made as soon as practicable and will clearly distinguish between observation, fact, opinion and hypothesis. All records will be signed and dated, any information given will be recorded verbatim where possible and a note made of the location and description of any injuries seen. It is important to use the exact words of the child.

13. Child Protection

Teachers and other adults in school are well placed to observe any physical, emotional or behavioural signs which indicate that a child may be suffering significant harm. The relationships between staff, pupils, parents and the public which foster respect, confidence and trust can lead to disclosures of abuse, and/or school staff being alerted to concerns.

It is important to know how to recognise the indicators of abuse, some of which are listed in an Appendix to this document.

Each Jersey school has a detailed Child Protection Policy. In order to meet their statutory obligations and safeguard the wellbeing of those children in their care JMS teachers will refer to these policies for more detailed information and guidance.

14. Safeguarding Training

All JMS staff must attend the Child Safeguarding Foundation course: Level 1 provided by CYPES. This should be arranged through JMS DSL and is a mandatory full day training. All staff must attend a refresher safeguarding and child protection training each year either provided or arranged by JMS DSL or online with the virtual college. All staff are provided with the JMS safeguarding policy and informed of the JMS safeguarding procedures on induction. A copy is outlined in the JMS Staff Handbook.

In addition to the above training, all JMS staff must read section one of the CYPES Keeping Children Safe In Education Policy which can be found on the below hyperlink. Once read through, JMS staff should email the office to inform that it has been read and this confirmation will be kept on record.

<https://www.gov.je/SiteCollectionDocuments/Education/P%20Keeping%20Children%20Safe%20In%20Education%2020210705%20SD.pdf>

15. Support, advice and guidance for JMS staff

JMS staff are encouraged to seek support and advice regarding child safeguarding. If you need reassurance or reminding about any of the training or guidance of what to do if you have a concern about a child, please contact the designated safeguarding lead. Staff will also be supported by their line manager. The designated safeguarding lead can seek advice and support from Education Safeguarding Officer Shirley Dimaro.

16. Attendance

Registers should be maintained and completed at the time of the lesson. In rare circumstances when an electronic register is not available, registers may be completed when the teacher is able to do so. This should always be completed on the same day.

JMS lessons are also held outside of the school day. To ensure children's safety and wellbeing it is vital that JMS teaching staff keep up to date register of attendance. If a child does not attend and it is an unknown absence JMS office should be contacted. If it is outside office hours, JMS teachers should contact the parent. A phone is available in all JMS teaching rooms. If a phone is not available, JMS staff should inform the JMS office.

JMS teachers, tutors and ensemble leaders must keep and maintain registers for all groups. If a child is absent without notification the JMS policy is to contact JMS Office so that they may contact the child's parent or guardian. When the parent cannot be contacted, the DSL should be informed immediately.

17. Notification of absence

Parents of children who are attending JMS lessons after school are asked to notify JMS by phone, in writing by email, so teachers are aware of the absentee's whereabouts and know they are safe. When a child does not turn up for a lesson or for JMS Ensembles a designated member of staff should contact the JMS Office who will call parents to find out where they are and to remind them of our Safeguarding obligations to ensure their child's safety. Outside of office hours a designated member of staff must call parents to inform them and remind of our safeguarding policy.

18. Monitoring

JMS will monitor the effectiveness of this policy on a regular basis. Through regular reviews of the implementation of the policy, recommendations for the future will be made. An annual JMS Safeguarding Health Check Audit will be taken to ensure we comply with Government of Jersey recommendations and policies. It is included in the Appendix.

19. Other related documents to view

Dealing with Allegations against Staff & Volunteers

<https://www.gov.je/SiteCollectionDocuments/Education/P%20Dealing%20with%20Allegations%20Against%20Staff%20and%20Volunteers%2020170524%20CC.pdf>

Education of Children Looked After Policy

<https://www.gov.je/SiteCollectionDocuments/Education/P%20Critical%20Incident%20Management%20Plan%20Guidance%2020200617.pdf>

Inclusions Policy

<https://www.gov.je/SiteCollectionDocuments/Education/P%20Inclusion%20Policy%20in%20Schools%2020160510%20CC.pdf>

Procedure for disseminating sensitive information (Child Protection)

<https://www.gov.je/SiteCollectionDocuments/Education/P%20Procedure%20for%20disseminating%20sensitive%20information%20-%20Child%20Protection%2020160511%20CC.pdf>

Self-Harm Guidelines for Schools

<https://www.gov.je/SiteCollectionDocuments/Education/ID%20Self-Harm%20-%20Guidelines%20for%20Schools%2020170518%20JR.pdf>

Special Educational Needs Code of Practice 0 – 19 years

<https://www.gov.je/SiteCollectionDocuments/Education/P%20SEN%20Code%20of%20Practice%200180212%20JP.pdf>

Special Educational Needs Policy

<https://www.gov.je/SiteCollectionDocuments/Education/P%20Special%20Educational%20Needs%20Policy%2020160406%20CC.pdf>

Transgender Guidance for Jersey Schools

<https://www.gov.je/SiteCollectionDocuments/Education/P%20Transgender%20Guidance%20for%20Jersey%20Schools%2020170518%20KP.pdf>

Critical Incident Guidance

<https://www.gov.je/SiteCollectionDocuments/Education/P%20Critical%20Incident%20Management%20Plan%20Guidance%2020200617.pdf>

The following related documents are available to view in the JMS office:

- JMS Counter Bullying Policy (for individual school policies on bullying see the relevant school website)
 - E Safety
 - Risk Assessments for large or small events
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20. Appendices

Ensemble guidance for safeguarding

The intention of this document is to provide instruction and guidance for safeguarding students that learn with JMS. All teachers and tutors are to follow the Education Department's Child Protection Policy. It is however accepted that JMS provides a special service, working in schools, JMS own teaching rooms and other public venues; both during and outside school time. The document below is to support and guide JMS teachers and tutors in the best practices; in these various learning environments.

Individual and Group Teaching

- Teachers and tutors should provide a safe, healthy learning environment that allows students to develop to their full potential.
- Teachers should avoid physical contact with their students.
- All teachers should operate a knock and enter policy.
- All teachers are required to have a DBS check and Foundation Safeguarding Children Course Level 1.
- All teachers/tutors are required to act promptly to any concerns they have about student welfare.
- All teachers/tutors must report any disclosure made by students immediately to the school Designated Safeguarding Lead and then to the JMS Designated Safeguarding Lead.
- In group lessons where only one child has turned up, teachers and tutors should not leave a student unattended to find others in the group.
- All teaching rooms should have a windowed door, any concerns should be raised with JMS.
- All teachers should ensure their teaching environment is safe and encourage students to leave bags and instrument cases outside of the room or neatly to the side if space allows.
- Teachers should ensure that students return to school lessons promptly at the end of their instrumental lesson.
- You may not send a child to look for other students in your group as you have a responsibility for that student during their lesson time.
- Teachers must report unknown absences to the JMS office following the absence. If you have concerns regarding a student's attendance, please inform the JMS office.

JMS Ensembles & Choirs Safeguarding Procedure and Guidance

- An Island wide student /teacher ratio of 30/1 is in place for all ensembles with an additional staff member on site for contingency. In some case's additional staff may be required, and this will be agreed by SMT.

- Ensembles and choirs will have appropriate staffing levels on site. Safer recruiting measures are always in place.
- On arrival at Ensemble Venue, it is important to sign in on electronic register. The last person to leave should remember to sign out if appropriate.
- When arranging the seats for your ensemble please allow appropriate space between chairs, taking into consideration good playing posture, personal space and Government guidance if necessary.
- Sound protection boards should be used in all brass ensembles to protect children's ears who are sitting in front of horns/trumpets/trombones/piccolo/percussion etc.
- First Aid kit available is available in rehearsal room one and contains additional ear plugs if required. Children should be encouraged to bring their own if they are affected.

JMS Behaviours

- All staff assisting with JMS ensembles must have a current DBS check and have received the Foundation Safeguarding Children Course Level 1 and must attend annual safeguarding updates as provided or signposted by JMS.
- All staff should follow the teacher's code of conduct as stated in the JMS Handbook.
- All JMS ensembles are provided for students up to the age of 18 and in full time education. Any young people between the ages of 18 and 21 are eligible for membership of advanced ensembles and must have agreed to the JMS Young Adult Volunteer Policy.
- Registers are to be completed at the start of each session by the nominated teacher/registrar. Any absences should be recorded and phoned through to JMS within 15 minutes of rehearsals commencing.
- All unknown absences should be acted upon immediately. JMS Office staff will contact the parents in line with our JMS safeguarding policy.
- Students arriving late or leaving early should inform JMS Office Staff who will update the register immediately.
- Be aware that the toilet facilities at the venue may be accessed by others using the building. Parents of younger students will be advised to ensure their child has used the toilet before they arrive, during the break (if applicable) a member of staff will accompany students to the toilet.
- Areas immediately outside the rehearsal rooms are public areas and it is the responsibility of ensemble leaders for this to be kept clear before and during rehearsals.
- Instrument cases must be stored neatly at the side of the room or in the cupboards or movable cages provided – JMS cannot be held responsible for the loss or damage of any valuables left in these cupboards. Please ensure that emergency access is kept clear at all times.
- The ensemble leader is responsible for ensuring students who are not authorised to leave without a parent remain under their supervision until collected.
- All ensemble staff should familiarise themselves with the relevant Emergency Evacuation Procedure.
- Ensemble leaders will be made aware of any children with serious health issues in the form of a meeting prior to the start of rehearsals. A health care plan will be provided if

appropriate, which must be shared with all tutors and teachers involved in ensembles and kept confidential.

- JMS is an inclusive organisation. Ensemble leaders should be made aware of any children with additional and special educational needs. Extra support will be provided when appropriate with approval of SMT.

If a child who does not have consent to be left unsupervised is not collected at the end of the rehearsal JMS staff should;

- Check with the child to see if there are any changes to arrangement for collection and try to make contact with the parent or other emergency contacts.
- Students should not be released into the care of any other parent even where they offer to take the student home.
- JMS staff should contact the JMS Designated Safeguarding Lead to discuss with the Multi Agency Safeguarding Hub (MASH) team if there are difficulties in contacting parents or other family members after 45 minutes.
- Where students are regularly collected late, this should be discussed with the JMS Designated Safeguarding Lead so that consideration can be given to whether a referral should be made to the Education Welfare Service. Where there are also child protection concerns, consideration will also be given to making a MASH Enquiry and this should be discussed with the parent/guardian by the JMS Designated Safeguarding Lead.

Concerts

All concerts, events and performances that take place off site must comply with the *Educational Visits Policy and Procedures, Health and Safety of Pupils on an Educational Visit*. Notice of any concerts, events or performances should be given to the Designated Safeguarding Lead at least 4 weeks before the performance date. There will be a comprehensive risk assessment undertaken for each concert to include the following:

Slips trips falls and general first aid

Photographs

Child abduction/assault

Lost children

Safeguarding against lost property

Collection of children from venue after rehearsals/concert

Supervision of children – student teacher ratio or parental supervision

Changing facilities if applicable

Excessive noise

Theatre / concert hall related risks low level lighting, staging etc.

Exposure to sun or other weather considerations

Fire

Critical incidents

Access for students with SEN and disabilities

If necessary JMS Designated Safeguarding Lead should attend a recce to assess any other considerations pertinent to the venue

Tours

Tours will follow guidelines set out in *Educational Visits Policy and Procedures, Health and Safety of Pupils on Educational Visits*. Each tour will have a comprehensive risk assessment (to include safeguarding) undertaken.

JMS Code of Practice for JMS Tuition

All members of staff are representatives of Jersey Music Service and the Government of Jersey and must therefore, at all times deal with pupils, parents, colleagues and members of the public in a professional and considerate manner.

All members of staff **must** wear a JMS ID badge at all times whilst on school property. This is to provide a consistent method of identification to schools.

All staff should dress smartly, no t-shirts, jeans, trainers, leggings, shorts or flip flops are to be worn. A less formal approach can be taken during courses, though we do ask that staff maintain a smart appearance at all times.

Mobile phones are not to be used during pupil contact time for making personal calls, sending texts or emails, or for accessing social media. Personal mobile phone numbers and email addresses should not be given to pupils or parents in any circumstance.

Jersey Music Service and the Government of Jersey operate a no smoking policy, and staff are not permitted to smoke or vape in or around any education premises.

All members of staff are expected to perform their duties with respect for all and in line with the Government of Jersey's bullying and harassment policy.

Physical Contact: Posture, breathing, bowing, fingering, grip and other physical aspects of vocal or instrumental teaching should be demonstrated and modelled to the pupil by the teacher. JMS advise that teachers and tutors should avoid physical contact with pupils as there is the possibility that it could be misinterpreted. However, a sensible approach should be taken if a pupil should be in need of emergency first aid. Please note that as part of our Lone Working Policy (please see above), all JMS staff are offered a condensed version of the FAW qualification. For Whole Class Ensemble Teaching, the individual school policy for physical contact should be followed.

JMS staff must under no circumstance accept payment from parents or students for lessons, trips or examinations. Parents should be signposted to the JMS office.

Definitions of Abuse

The following definitions are based on those identified in Working Together to Safeguard Children 2015:

Physical Abuse

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child.

Physical harm may also be caused when a parent fabricates the symptoms of, or deliberately induces illness in a child.

Emotional Abuse

Emotional abuse is the persistent emotional maltreatment of a child such as to cause severe and persistent effects on the child's emotional development, and may involve:

- Conveying to children that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person;
- Imposing age or developmentally inappropriate expectations on children. These may include interactions that are beyond the child's developmental capability, as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction;
- Seeing or hearing the ill-treatment of another e.g. where there is domestic violence and abuse;
- Serious bullying, causing children frequently to feel frightened or in danger;
- Exploiting and corrupting children.

Some level of emotional abuse is involved in all types of maltreatment of a child, though it may occur alone.

Sexual Abuse

Sexual abuse involves forcing or enticing a child or young person to take part in sexual activities, not necessarily involving a high level of violence, whether or not the child is aware of what is happening. The activities may involve physical contact, including assault by penetration (e.g. rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing.

Sexual abuse includes non-contact activities, such as involving children in looking at, including online and with mobile phones, or in the production of, pornographic materials, watching sexual activities or encouraging children to behave in sexually inappropriate ways or grooming a child in preparation for abuse (including via the internet). Sexual abuse is not solely perpetrated by adult males. Women can also commit acts of sexual abuse, as can other children.

In addition; Sexual abuse includes abuse of children through sexual exploitation. Penetrative sex where one of the partners is under the age of 16 is illegal, although prosecution of similar age, partners is not usual. However, where a child is under the age of 13 it is classified as rape.

Neglect

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development.

Neglect may occur during pregnancy as a result of maternal substance misuse, maternal mental ill health or learning difficulties or a cluster of such issues. Where there is domestic abuse and violence towards a carer, the needs of the child may be neglected.

Once a child is born, neglect may involve a parent failing to:

- Provide adequate food, clothing and shelter (including exclusion from home or abandonment);
- Protect a child from physical and emotional harm or danger;
- Ensure adequate supervision (including the use of inadequate care-givers);
- Ensure access to appropriate medical care or treatment.

It may also include neglect of, or unresponsiveness to, a child's basic emotional, social and educational needs.

Peer on peer abuse

All staff should be aware that safeguarding issues can manifest themselves via peer on peer abuse. This is most likely to include, but is not limited to:

- Bullying (including cyberbullying);
- Physical abuse;
- Sexual abuse;
- Sexual violence and sexual harassment, such as sexual comments, remarks, jokes and online sexual harassment;

- Upskirting, which typically involves taking a picture under a person's clothing without them knowing to obtain sexual gratification, or cause the victim humiliation, distress or alarm;
- Sexting
- Initiation / hazing type violence and rituals.

All peer on peer abuse is unacceptable and will be taken seriously.

Gangs and serious youth violence

A gang is defined as a group of young people who spend time together, often fighting other groups or involved in anti-social behaviour. Youth violence refers to harmful behaviours that can start early and continue into adulthood. The young person can be a victim, an offender, or witness the violence. Youth violence includes various behaviours including some violent acts such as bullying, slapping or hitting. These behaviours can cause more emotional harm than physical harm. Others, such as robbery and assault (with or without weapons) can lead to serious injury or even death. JMS staff should be aware of indicators, which may signal that children are at risk from, or are involved with serious violent crime. These may include increased absence from school, a change in friendships or relationships with older individuals or groups, a significant decline in performance, signs of self-harm or a significant change in wellbeing, or signs of assault or unexplained injuries. Unexplained gifts or new possessions could also indicate that children have been approached by, or are involved with, individuals associated with criminal networks or gangs.

Female Genital Mutilation (FGM)

JMS staff should speak to the designated safeguarding lead (or deputy) with regard to any concerns about FGM, there is a specific legal duty on teachers. If JMS staff discover that an act of FGM appears to have been carried out on a girl under the age of 18, JMS staff must report it to the police. There is a range of potential indications that a girl may be at risk or has already suffered from FGM. Further information is available on p83 of Keeping Children Safe in Education Annex A (September 2019). Please see the hyperlink in 14. Safeguarding Training.