

Education Service Protection Guidelines

Ysgol Llanbedrog



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Signed on behalf of the Chair of Governors: *Gwenllian Hughes*

Date: 12/11/24

- [Appendix 1](#) School Child Protection Policy
- [Appendix 2](#) Role Education Department's Designated Executive Officer for Child Protection
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1. Introduction

- 1.1. The Education Service policies and procedures correspond to Gwynedd Council's corporate policies and have been drawn up in accordance with the council's vision to ensure the safety and well-being of children and young people in Gwynedd.
- 1.2. Gwynedd Education Service recognizes its statutory obligations in protecting children in education. The aim of the education service is to ensure the well-being and safety of children and young people who make use of the services within and outside schools and other educational provisions.

2. Legislative Background

- 2.1. The Authority complies with the following requirements and principles:
 - All Wales Child Protection Guidelines 2008
 - Child Protection In Education: Circular 158/2015 WG
 - Working Together - the 2004 Act
 - Gwynedd and Isle of Anglesey Safeguarding Children Board and North Wales Local Safeguarding Board Protocols and Policies
 - Vision of Gwynedd Children and Adults Protection Strategy Panel
 - Social Services and Well-being Act (Wales) 2014
- 2.2. The education service also has a monitoring role in ensuring that Gwynedd Schools understand and implement child protection procedures.

3. Responsibilities within the Education Service

- 3.1. The Head of Education (Mr Gareth Jackson) is the Chief Statutory Officer responsible for ensuring that the service fully implements its statutory obligations as regards Child Protection.
- 3.2. The lead responsibility for developing policies and procedures is delegated to the Education Department's Child Protection Designated Executive Officer (Bethan Helen Jones). She works closely with Children Services to ensure multi-agency policies and procedures and quality training. **The Senior Child Protection Officer (Bethan Helen Jones) is the Education Department's Child Protection Designated Executive Officer for receiving any enquiries** (see [Appendix 2](#)).
- 3.3. The Head of Education represents Education on the Safeguarding Children Board and on Gwynedd's Strategic Panel for Safeguarding Children and Adults. The Education Department's Child Protection Designated Executive Officer (Bethan Helen Jones) represents Education on Gwynedd's Operational Panel for Safeguarding Children and Adults. Education Officers fully contribute on various sub-groups.
- 3.4. The Education Management Team receives quarterly reports against the Council's agreed indicators that indicate the Department's performance in the protection field. External validation of quality of protection procedures is completed annually, e.g. through school assessment by external peers.

4. Service Protection and Schools / Educational Establishments Duties

- 4.1. The role of Gwynedd Education and Schools service within the Child Protection system is to ensure a safe environment and ethos that enable children and young people to learn, with adequate focus on their well-being and safety. Every worker should consider his role in:
 - protecting children from harm
 - preventing abuse
 - promoting well-being
- 4.2. Schools and the Education Services have an obligation to work with Social Services and the council's other departments to promote safety through raising awareness, improve understanding and strengthen children and young people's resilience via the curriculum as well as through preventative and early intervention work; through referring concerns, contributing information and towards needs assessments.

The service will co-ordinate requirements and closely work with schools and other agencies in the protection field, specifically Children Services, Health and the Police.
- 4.3. The education service implements Gwynedd's corporate and educational responsibilities when ensuring

that all schools, units, Further Education colleges, other education placements and partners have effective procedures when:

- preventing inappropriate individuals from working with children and young people
- promoting excellent practices and challenge inadequate and unsafe practices
- robustly identify and respond to any concerns as regards a child's safety and well-being, implementing procedures that ensure safety
- regularly monitor and evaluate to improve quality of structures and service protection procedures

4.4. In the event of a lack of appropriate action as regards child protection cases in Gwynedd schools, the following measures will be taken:

- Bethan Helen Jones, the Department's Senior Child Protection Officer, will complete an unannounced protection audit within the school without any prior notice
- A letter will be sent to the School Chair of Governors to inform him/her of the concern
- A report will be prepared and shared with the School and Governors following the audit

4.5. All educational establishments in Gwynedd are expected to ensure:

- that there is a current and comprehensive child protection policy in place that accords with guidance provided ([Appendix 1](#));
- that broader Protection policies are reviewed and adopted in a timely manner by the School's governing body
- that the activities that may occur within and outside the school are taken into account in the broader Protection policies and procedures (use of leisure facilities, educational visits, use of the school's facilities for community purposes etc.)
- that a member of the senior management team is designated for Child Protection and is responsible for Protection matters within the establishment. See [Appendix 3](#). They should give advice, induct all members of new/supply staff, provide specific and general guidance, ensure training arrangements and provide an up-date, and serve as contact with the education service/social services/other agencies in protection matters;
- that the Designated Protection Person has the appropriate powers to take action, has received training to the appropriate level and has suitable experience;
- that a safety 'substitute/deputy' is known to all in the Designated Person's absence;
- that every school and unit introduces a Child Protection Annual Report for the attention of the Education service annually, by the end of the Summer term
- that a Child Protection Designated Governor has also been trained to the appropriate level, that they are available to assist the Designated Person when appropriate, and contribute towards and present the Annual Report to Governors annually for the Governing Body's attention ([Appendix 4](#)):

4.6. The categories of abuse highlighted in 2008 All Wales Child Protection Guidelines receive due focus:

- Physical abuse
- Emotional abuse
- Sexual abuse and sexual exploitation of children
- Negligence

4.7. The entire Gwynedd Education Service workforce have an obligation:

- to be aware of All Wales Child Protection Guidelines 2008
- to demonstrate a professional approach and act legally in the interests of children and young people's well-being and safety
- "Whistle-blowing" if they are aware of any instance of abuse

- look out for signs of abuse and respond in line with 2008 All Wales Child Protection guidelines (see Part 2.1, 2.2, 2.3 and 2.4)
 - look out for signs of abuse from adults who work with or who supervise children and young people, and respond in accordance with 2008 All Wales Child Protection guidelines (see Part 2.1, 2.2, 2.3 and 2.4)
 - look out for signs of bullying (refer to national and local guidelines)
 - know how to respond when a child divulges information and what appropriate action to take (see Part 2.1, 2.2, 2.3 and 2.4)
 - know to whom to refer any suspicions or disclosure from a child or young person, within and outside school hours;
 - present a written statement/record of observations or verbal statements by a child or young person
- 4.8. In compliance with WG guidelines, every school has an obligation to designate a teacher and governor for Child Protection (see Protecting Children In Education: 158/2015).
- 4.9. Education Department Officers will plan and co-ordinate service provision and allocate resources to fulfil safeguarding requirements, in accordance with legal, national and local requirements. Collaboration occurs via the North Wales Safeguarding Board, and Gwynedd Safeguarding Strategy/Operational Panels with other agencies, jointly planning and making provision with professional workers in the health care field, social services, youth justice team.
- 4.10. At a strategic level, Gwynedd education service will:
- ensure regular contact with the appropriate diocesan authorities regarding arrangements for aided schools;
 - annually monitor and report on schools success in compliance with 2008 All Wales Child Protection Guidelines, particularly implementation of appropriate policies and procedures;
 - ensure safe recruitment and employment structures, in accordance with the Corporate policies;
 - corporate collaboration to ensure that staff are trained to the appropriate level, including the designated persons responsible for child protection (teachers and governors);
 - draw the School Governing Body's attention to any shortcomings and advise them on actions required to remedy this;
 - take action to resolve any inter-agency problems as soon as they become apparent;
 - play a full role in case reviews in accordance with Chapter 10 - Child Protection; Working Together - under the Children's Act 2004 and the Social Services and Well-being (Wales) Act 2014;
 - share information and relevant outcomes on cases and reviews with schools/designated persons as part of the quality improvement procedure;
 - ensure multi-agency and partnership collaboration across the service;
 - collaborate with the Local Safeguarding Board and the council to ensure appropriate resources to meet Protection field requirements
- 4.11. At a support level the education service ensures that:
- training is available at an appropriate level for all the Authority's new staff, for staff who work with children in school and other education services, and for school governors. The training will enable them to effectively fulfil their child protection responsibilities. Annual training will be provided to ensure that staff skills and knowledge are regularly updated.
 - further training for the Authority's staff who are mainly responsible for child protection and safeguarding, provided through collaboration with the North Wales Safeguarding Board.
 - a record of all designated individuals and the governors nominated by the governing bodies to be responsible for child protection within schools, what training was provided for those individuals and dates of training.
 - opportunities for staff to update training to the appropriate level in accordance with the Department and the Council's policy (Level 1 annually for everyone and Level 2 every three years for designated officers within schools).

- provide schools with model policies and procedures on all aspects of child protection.
- take appropriate action as regards abuse allegations against staff and volunteers.
- provide advice and support for schools and other education services to deal with individual cases: act on their behalf where required to solve any difficulties with Safeguarding Board partner agencies.

4.12. On an operational level, the Council, in collaboration with the education service will:

- ensure safe recruitment procedures and that all specific investigations are completed and updated on staff, volunteers and Governors who work with children, as appropriate.
- Ensure arrangements for protecting and promoting the well-being of children who do not attend schools, pupils who have been excluded from school, who are taught in referral units, who have complex and intense medical needs, or who receive a home tutors service.
- Monitor children's well-being and safety and educational welfare who are taught at home.
- Collaborate with the relevant agencies to monitor Protection arrangements for learners who are taught outside the county
- Ensure that there are procedures in place to deal with abuse allegations against staff members in accordance with Welsh Government guidelines. Work with schools and Safeguarding Children Board partner agencies to ensure that allegations are dealt with rapidly, fairly and consistently.
- Ensure that Authority staff (including any staff who fulfil functions on behalf of the Authority) who work with children are investigated to an appropriate level and receive training to effectively fulfil child protection responsibilities.
- Ensure support for schools when contacting establishments and services outside the county, so as to receive or exchange relevant information and promote effective collaboration across counties.

5. The Governing Body's Role in Schools and Further Education Colleges

The role of the Governing Body in a School or Further Education College is to:

- Ensure that their establishment implements effective policies and procedures to protect and promote pupils well-being in accordance with national and local guidelines, including committing resources to child protection matters and monitor that the school complies with field requirements;
- that the school has safe recruitment procedures and ensure that all appropriate checks are held on new staff and new volunteers who will be working with children, including CRB checks. (see Safe Recruitment Policy);
- that a senior member of the school's leadership/management team has been designated as a Protection Designated Person, and receives an appropriate level of refresher training and a regular update to constantly update his skills and knowledge, to advise and support other staff. The Designated Person will maintain contact with the education service and work with other agencies (see [Appendix 3](#) - role of the Designated Person at a school) and, where appropriate, provide guidance for other staff. A deputy should be designated in the designated person's absence and at large establishments, or those where there are a huge number of child protection concerns, more than one deputy will need to be designated;
- that the Designated Person and the entire staff and other permanent volunteers who work with children receive the appropriate training so as to enable them to effectively fulfil their child protection responsibilities, and refresher training to update their information (Level 1 annually for everyone and Level 2 every three years for the Designated Person). Also that supply/temporary staff and volunteers who deputise during short term absences, and who will be working with children, receive clear guidelines on school child protection arrangements and their responsibilities;
- to ensure that Designated Protection Governor has been trained to a confident level of proficiency in the field (Designated Governor and the Chair to receive Level 2 and other Governors to receive Level 1), to fulfil their functions and understand their broader

protection responsibilities. The designated Governor should maintain regular contact with the head teacher, and assist in providing information and annual reports for the governing body on matters where there are no allegations made against staff;

- comply with the correct guidelines and procedures where a child protection allegation has been made against a staff member, including appointment of an independent investigator when appropriate, in accordance with 2008 All Wales child protection guidelines (Part 4) and the School Staff Disciplinary and Dismissal Procedures Circular: Revised Guidance for Governing Bodies 002/2013.
- the Safeguarding policy is annually reviewed and the annual report presented to the education department annually, and is available to parents or carers on request;
- that the governing body without delay rectifies any shortcomings or weaknesses in the child protection arrangements that are brought to their attention.

6. Governing Bodies Additional Responsibilities For Multi-Site Education, Outside School Hours And Community Use Of Locations

- 6.1. The school's Governing Body controls safe use of their sites outside school hours, except when there is a trust arrangement in place, or there is a management transfer agreement in place (see Child Protection in Education 2015).
- 6.2. When a Governing Body commissions or offers activities and services under the school staff's direct supervision, it is imperative that the school's Protection policies and procedures are implemented.
- 6.3. Where the children and young people who attend the school are provided with activities, services and experiences outside the school premises, it must be ensured that this entity fully complies with safe recruitment policies and that there are robust Protection procedures in place. The Governing Body should designate a responsible person to ensure that, preparing a suitable safety risk assessment and monitor it.
- 6.4. There is an obligation to refer any inadequate Protection practices or complaints about locations for the attention of the Child Protection Designated Executive Officer (Bethan Helen Jones) in the education department, in order to take action to reduce the risk for all the children and young people of Gwynedd.

7. Role of Head Teacher

The role of the Head Teacher is to;

- ensure full implementation of child protection policies and procedures adopted by the governing body, and are followed by the whole staff;
- ensure that adequate resources and time is allocated to enable the designated person and other staff to fulfil their responsibilities, including contributing towards strategy discussions and other inter-agency meetings, and towards child assessments; and
- that the entire staff and volunteers understand the procedures and feel that they can voice concerns regarding any poor or unsafe child related practices, and that those concerns are sensitively, effectively and promptly handled in accordance with the *Procedures for Whistle-blowing in Schools and Model Policy - circular 36/2007*.

8. Role of the Designated Person at a School

- 8.1. The Designated Person fulfils a key role at a school when ensuring a safe ethos, that safe procedures and policies are established and implemented for pupils well-being.
- 8.2. The Designated Person should:
 - lead and take responsibility for managing matters and cases relating to child safeguarding and child protection
 - promote the well-being and interests of Looked after Children and vulnerable groups
 - be a member of the school management team,
 - take responsibility for practices, policies, procedures and professional development in the Child Protection field. (see [Appendix 3](#))
 - receive Level 2 Training and update it every three years

- 9. Role Of Proprietors Of Schools/Independent Residential Establishments and Role Of Proprietors Of Independent Schools**
- See Protecting Children In Education Circular 158/2015.
- 10. Role of Child Care Managers Prior To and Following School, Nurseries, Placements and Early Years Unit:**
- 10.1. Managers of early years, nurseries and partner placements should ensure that:
- they act as a Designated Protection Person and take a leading role in protection matters and procedures, ensuring the safety of the children in their care;
 - that all staff members and volunteers are carefully recruited, that they receive training and protection refresher courses, and that they follow protection procedures to the highest standards;
 - that staff have time and suitable resources to fully fulfil their duties, including time to contribute towards children's assessments/attend case conferences and strategy as appropriate;
 - that there are clear and standard policies and guidelines that are available to parents, staff and other stakeholders.
- 11. Training for Education Service Staff Including Schools**
- 11.1. As part of the establishment's induction arrangements, all school staff (be they permanent or temporary, and volunteers) should receive **written guidance on Protection policy and procedures**, with the Designated Person's contact details, on the first day at work. (see [Appendix 1](#) - schools)
- All education service new staff, including schools, are expected to undertake Level 1/basic training as soon as possible, in accordance with Gwynedd corporate Protection training policy.
 - Staff are expected to receive refresher/renewal training in accordance with their role.
 - The Designated Person and Designated Governor are expected to follow an advanced level course, so that they fully fulfil their duties.
 - Head teachers/governors will receive training/guidance on handling allegations and cases of professional abuse (Part 4)
 - The education service will keep training and guidance records, including staff and governors training details.
 - Schools are expected to annually present a record of staff protection training to the education service, as part of the Annual Report to Governors in the Protection field.
 - An annual training programme is organized through the Gwynedd and Isle of Anglesey Safeguarding Board training programme.
- 12. Abuse Allegation Made by an Adult Against a Child**
- 12.1. It is crucial that all abuse allegations are rapidly, fairly and consistently addressed to ensure the child's safety and the well-being of the individual against whom the allegation is made.
- 12.2. All education service staff members, including schools, should immediately refer to *Part 4 All Wales Child Protection Guidelines, 2008*, following the procedure that is clearly noted on it.
- 12.3. For further guidance, and that the Designated Person is not available OR that the allegation is made against the Designated Person, please contact the education department and the Designated Child Protection Executive Officer (Bethan Helen Jones) or the Education Officer (Gwern ap Rhisiart).
- 12.4. For further guidance please contact Social Services Child Referrals Team: 01766 772 577 CyfeiriadauPlant@gwynedd.gov.uk and if outside working hours 01248 353551
- 13. Referral Arrangements and Procedures, Record Keeping and Contributions to the Process**
- 13.1 See [Appendix 5](#) for guidance.

EDUCATION DEPARTMENT'S DESIGNATED OFFICER FOR PROTECTION OF CHILDREN

(Bethan Helen Jones)

bethanhelenjones@gwynedd.llyw.cymru

01286 679007

Responsibilities

1. Strategic

- Plan and coordinate the safeguarding children in education provision.
- Work in partnership with other local agencies.

2. Support

- Ensure that maintained schools are aware of their child protection responsibilities and monitor their performance.
- Provide and plan appropriate training and policies and model procedures.
- Provide advice and support.
- Provide advice and links and collaboration with all other agencies.

3. Implementation

- Be involved in handling abuse complaints against staff and volunteers.

4. Provide advice, guidance and support for education and school staff

The Child Protection Designated Officer will;

- analyse and introduce guidance on any new legislation;
- provide advice and co-ordinate work in response to allegations against staff/Governors.
- lead on broader Child Protection matters which include specific circumstances of abuse, e.g. female genital mutilation, self-harming, forced marriage, feigned illness or made up illness, domestic violence, child abuse by another child, sexual abuse and young migrants.

5. Develop good working contacts and good partnerships

The Child Protection Designated Officer will;

- take part in joint decision making via representatives as a member of the Gwynedd and Anglesey Safeguarding Children Board or sub-groups;
- nurture supportive and effective working links with the local authority and between partner agencies;
- interact with designated individuals and designated governors at schools responsible for child protection;

6. Training

The Child Protection Designated Officer will;

- prepare training packages to raise awareness of child protection related matters (e.g. level 1 training and level 2 training, cyber-bullying, radicalization, sexual abuse);
- prepare a calendar of events to raise awareness of child protection, the referral process and the importance of collaboration to safeguard children;
- create a departmental training updated database;
- advise on confidentiality, record keeping and transferring records;
- advise residential local schools as relevant.

8. Monitoring

The Child Protection Designated Officer will monitor;

- levels of compliance and procedures and policies at every school
- designated individuals in schools, as well as their training record;
- a designated governor at schools as well as their training record;
- contribute towards the work of the local Safeguarding Children Board and quality assurance groups; refer children to the Social Services Department (numbers, quality and response);
- level of child protection activities in the schools and links to training received;
- attend case conferences;
- children on the child protection register; children in need and other vulnerable groups.
- comply with Welsh Government guidelines, Local Safeguarding Children Board procedures or standards;
- implement Serious Cases Review recommendations, or similar; and
- use of reasonable force.

Appendix 3

YSGOL LLANBEDROG'S DESIGNATED OFFICER FOR PROTECTION OF CHILDREN (Manon Haf Owen)

Manon.owen@llanbedrog.ysgoliongwynedd.cymru

01758 740631

1. Role of the Designated Person at a school

- 1.1. The Designated Person fulfils a key role at a school when ensuring a safe ethos, that safe procedures and policies are established and implemented for pupils well-being.
- 1.2. The Designated Person should:
 - lead and take responsibility for managing matters and cases relating to child safeguarding and child protection,
 - promote the well-being and interests of Looked after Children and vulnerable groups,
 - be a member of the school management team,
 - take responsibility for practices, policies, procedures and professional development in the Child Protection field.

2. Referral

The Designated Person should:

- refer cases where there are suspicions of abuse or abuse allegations to Social Services. Where they are relevant to cases where there are suspicions of abuse or abuse allegations against staff, staff should follow Welsh Assembly Government guidelines Working Together Children Act 2004;
- act as a source of support, advice and specialization within the educational establishment when deciding whether or not to refer an individual, through being in contact with the relevant agencies;
- be in contact with the head teacher or head (where the head teacher does not fulfil that role) to notify them of any matter and ensure that there is somebody always available to fulfil that role;
- keep detailed, correct and secure written records on case referrals or concerns; and
- have contact with the lead child protection designated officer in the local authority.

3. Training

The Designated Person should:

- receive level 2 training every three years,
- know how to recognize signs of abuse and, where appropriate, refer the case;
- possess practical information on the workings of Local Safeguarding Children Boards, know how strategy meetings are held, child protection case conference and core groups and that they can attend and make an effective contribution to these when required, and ensure that a school report is submitted to every case conference;
- ensure that every staff member and any volunteer can get hold of the school's child protection policy, and that they understand it, particularly new or part-time staff who perhaps work for different educational establishments;
- ensure that all staff members receive refresher training including child protection and that they can identify and notify immediately of any concerns; and
- have access to resources and attend any relevant training or refresher courses at appropriate times.

4. Raising Awareness

The Designated Person should:

- ensure that the establishment's child protection policy is updated and annually reviewed and work on that with the governing body or owner;
- ensure that parents/carers see copies of the child protection policy so that they are aware that cases may be referred and the establishment's role in that process, so as to avoid conflict later on;
- in collaboration with the head teacher and designated Protection governor, present a Protection Annual Report for the Governors' attention and the education department in the summer term; and
- where children leave the establishment, ensure that a copy of their child protection file is transferred to the new establishment as soon as possible, but is transferred separately to the pupil's main file.

Appendix 5

1. **Guidance for professionals who attend child protection case conferences in Gwynedd**

If you will be invited to attend a Child Protection Conference, perhaps you will have questions regarding what will happen and what is expected of you. The aim of this guide is to answer some of your questions

2. **What is a child protection conference?**

The Child Protection Conference is an integral part of arrangements formulated for inter-agency collaboration in order to protect children. An initial child protection conference is held after enquiries regarding child protection come to an end. The meeting brings together family members, including the child when appropriate, and those professionals who have been mostly involved with the child.

3. **Purpose of the child protection conference.**

The purpose of the conference is: -

- Share and evaluate information about the child's health, development and activity, as well as the parents or carers' ability to ensure the safety of the child and promote his/her health and development.
- Decide whether or not the child or any other children in the family has suffered significant harm and if there is a risk that they could be harmed in future.
- Decide what actions are required in future in order to safeguard the child and promote his/her well-being, how this can be moved forward and what are the desired outcomes.

4. **Who should attend?**

Professionals and practitioners with a **substantial contribution** to make are invited, and this due to their information about the child or family, or deriving from their professional expertise. Family members are invited.

5. **Initial and review child protection conferences.**

There are two types of Child Protection Conferences: -

5.1. Initial Child Protection Conference:

It is usually arranged after the Social Worker and Police Officer makes child protection enquiries. This meeting should take place within 15 working days from holding the strategy meeting between the police and social services. This means that you will not be notified of this meeting until very late, but you should do everything within your ability to be present.

You will receive a written invitation providing details about the family, reasons for the meeting and a list of people who will be present.

The Initial Child Protection Conference will determine whether or not the child's name should be placed on Gwynedd's Child Protection Register. If this is necessary, a Child Protection Plan must be agreed upon.

5.2. Child Protection Review Conference:

The name of every child on Gwynedd's Child Protection Register is reviewed. The first review will take place within 3 months and subsequent reviews within 6 months.

The purpose of this meeting is to review the Child Protection Plan in order to ensure that the child continues to receive sufficient care; to decide whether the child's name should remain on Gwynedd's Child Protection Register and whether or not the risk of significant harm has reduced, and if it has, to decide whether the plan should be changed.

6. **Preparing for a child protection conference.**

If you represent the school at the meeting, allow enough time to prepare for the meeting and consider the information you have regarding the following matters: -

- Anything important that has happened to the family or the child.
- The child's health, development and needs.
- The parents/carers' ability to safeguard the child and to promote his/her health and ensure his/her development.
- Any additional support by the family or community that is important to the family.

Every representing agency that attends the meeting should **provide a written report in advance and they should be willing to read their report at the meeting.** Where possible, the report should be shown to the family prior to holding the meeting.

It is important that the meeting can share all relevant information in order to understand the family's circumstances and to assess to what extent the child is at risk.

If you cannot be present, you should inform the Chair of the meeting and ask a senior worker to deputise on your behalf, (if appropriate), **and send your written report to the Chair in advance. Your apologies and the viewpoints expressed by you will be recorded.**

7. Confidential information

The essence of success of any inter-agency collaboration is the exchanging and sharing of relevant information. In every case where there are allegations, or suspicions, of child abuse, it is a duty to share relevant information.

Every piece of information shared at the meeting is completely confidential and nothing is disclosed outside the meeting for any purposes, unless the Chair of the Meeting gives his/her consent.

8. Do you make a decision regarding placing a child's name on the child protection register?

When you attend a Child Protection Conference, you will be asked whether or not the child's name should be placed on the Child Protection Register, and you will be asked to voice your opinion on the matter. You should bear the following question in mind when coming to a decision regarding registering a child:

Is there a continuous risk that the child will be subject to serious/significant harm?

When you will consider the information and come to a decision, the crucial point is whether either...

- the child appears to have suffered from abuse, disease or difficulties when developing as a result of physical, sexual, emotional abuse or negligence, and the professional opinion is that the abuse or weaknesses would be likely to continue;
- there is professional opinion, supported by the findings of enquiries in this individual case or evidence of the investigation, noting that it is likely that the child will suffer abuse, disease or difficulties when developing as a result of physical or emotional abuse, sexual abuse or negligence.

When a child's name is placed on the Child Protection Register, placing the name on the register in itself does not mean that the child is protected unless there is a corresponding Child Protection Plan. The Child Protection Plan recommends methods that agencies, professionals and the family can work in partnership with in order to ensure that the child is protected from harm in future.

9. Chair of the child protection conference

The role of the Chair is to ensure that the meeting focuses on the child's needs; that everyone can fully contribute towards the discussion and decisions; that everybody is treated fairly and with respect; and that decisions and plans from the meeting safeguard the child.

10. The Core Group

Members of the Core Group are selected at the conference, and it includes professionals and practitioners who work directly with the family.

The Core Group is responsible for developing and implementing the Child Protection Plan as a detailed method of collaborating within the plan outlined and agreed upon at the meeting in order to protect the child/children and reduce the risk of them suffering significant harm.

The Key Worker has the most important role, and every member of the Core Group has a joint responsibility for creating and implementing the plan. **If you are a member of the Core Group, it is essential that you attend.** (see also the Core Group's protocol, the local Safeguarding Board's website).

11. Guidance and further information

Guidance on safeguarding and Protecting Children is included in:

- "Safeguarding Children: Working Together under the Children Act 2004" (Welsh Assembly Government, 12/2007);
- "All Wales Child Protection Guidelines" (2008),
- "Safeguarding Children: Working Together towards Positive Outcomes".
- Procedures for Whistle-blowing in schools and model policy - circular 36/2007