



Rugby Free Primary School Allegations of Abuse Policy

September 2019

CONTENTS

1. Introduction
2. Scope
3. Procedure
4. False Allegations
5. Historical Allegations
6. Review

POLICY APPROVAL

Policy Level:	RFPS Local Policy
Date of issue:	September 2019
Author:	Rugby Free Primary School
Date of Next Review:	September 2021
Signature:	 Chair of Governors, Local Governing Body
Date of Signature:	November 2019



1. Introduction

This policy has been written to guide staff and governors on the most appropriate response to allegations of abuse that may be made against teachers and support team workers.

2. Scope

This policy should be used in conjunction with the CP and Safeguarding Policy and the formal guidance set out in *"What to do if you are worried a pupil is being abused."* It covers both contemporary and historical allegations.

3. Basic Practice Procedure

When a pupil asks to speak to a member of staff privately, or makes an allegation, staff must ensure that evidence is not taken alone, with the door closed, but that whenever practically possible, an additional member of staff is present. All allegations made by a pupil against a member of staff must be recorded immediately using a yellow form and be made known to the Designated Senior Leader for Child Protection, in this case, the Headteacher. This should happen immediately after the allegation is made.

Staff members are advised to follow good practice at all times as follows:

- In accordance with every teacher's statutory duty of care, pupils should not be inappropriately treated or touched
- Staff members should make every effort not to put themselves in a situation where they are alone with a pupil, with the door closed - seek the presence of another member of staff wherever possible
- Due to the nature of the conversation surrounding an allegation, a pupil may ask that they speak to you alone and shut the door, but wherever possible prevent this from happening, also it may be necessary to advise that information cannot remain secret
- In a 4-11 school with very young children some physical contact is more frequent due to the nature of a pupil's age, e.g. if they fall over or are crying, they will benefit from appropriate comforting

The sequence of steps to be followed is:

- i. Record the allegation on a yellow form– verbatim, as soon as possible after the disclosure
- ii. Tell the Headteacher. If the Headteacher is absent, contact them as a matter of urgency or if not possible, inform the Chair of Governors. If the allegation involves the Headteacher, then inform the Chair of Governors without informing the Headteacher first
- iii. In cases of evident unlawful serious harm, the police will be involved
- iv. The Headteacher will contact the MASH / LADO and will discuss the situation. They will advise on any subsequent action
- v. The teacher or staff member(s) involved should not be informed or contacted



vi. Suspension can occur at this stage but is not automatic

The process is as represented on the flowchart: *Safeguarding Children in Education*.

4. False Allegations

Even if there is a suspicion that an allegation is false, staff members have a duty of care to report the allegation to the Headteacher. A member of staff accused of abuse or significant harm against a pupil has the right to a mentor and support network.

5. Historical Allegations

In this instance the school should contact the police and pass details over to the authorities, while making preparations to assist with any subsequent enquiries that may take place. The matter should remain confidential in terms of school information management.

6. Review

This policy will be reviewed biennially by Governors.

