

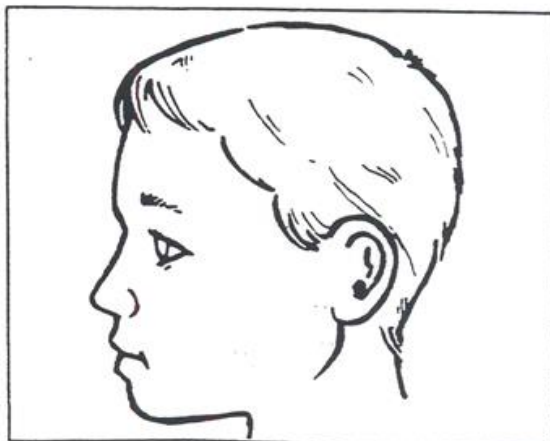
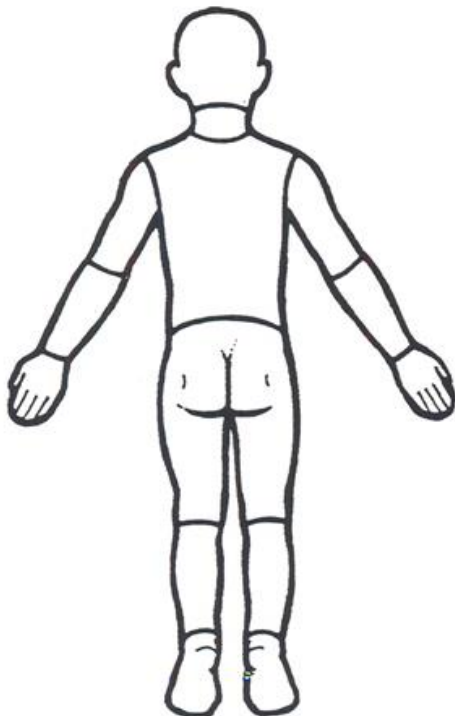
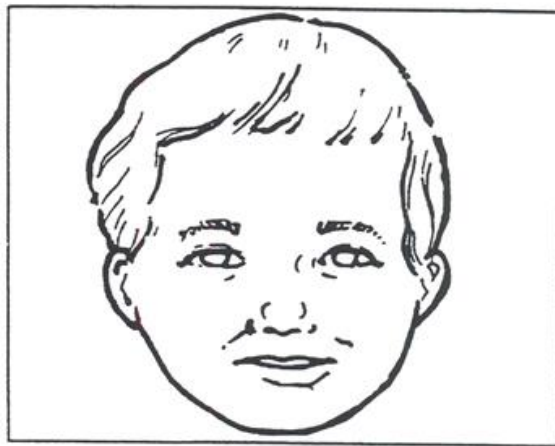
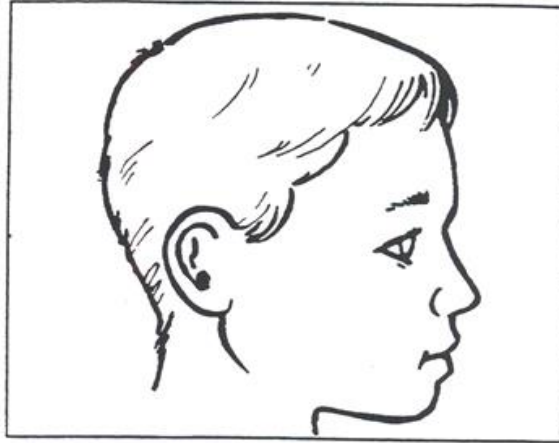
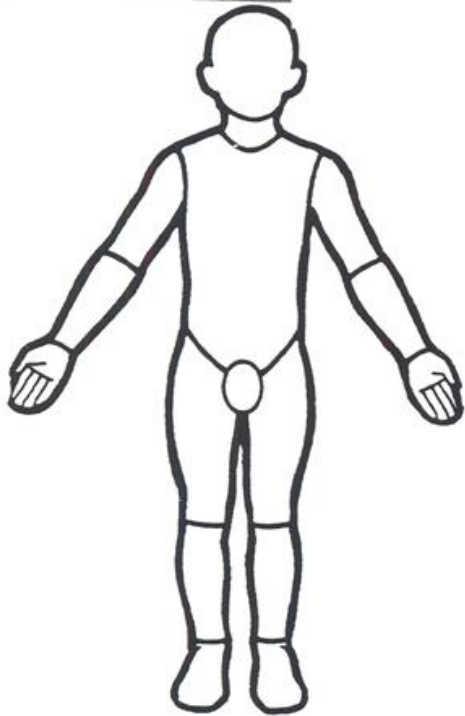
Safeguarding Policy Appendices

Appendix 1: Checklist for DSL

| | |
|---|---|
| ✓ | Child clearly identified |
| ✓ | Name, designation and signature of the person completing the record populated? |
| ✓ | Date and time of any incidents or when a concern was observed? |
| ✓ | Date and time of written record? |
| ✓ | Distinguish between fact, opinion and hearsay |
| ✓ | Concern described in sufficient detail, i.e. no further clarification necessary? |
| ✓ | Child's own words used? (Swear words, insults, or intimate vocabulary should be written down verbatim.) |
| ✓ | Record free of jargon? |
| ✓ | Written in a professional manner without stereotyping or discrimination? |
| ✓ | The record includes an attached completed body map (if relevant) to show any visible injuries |

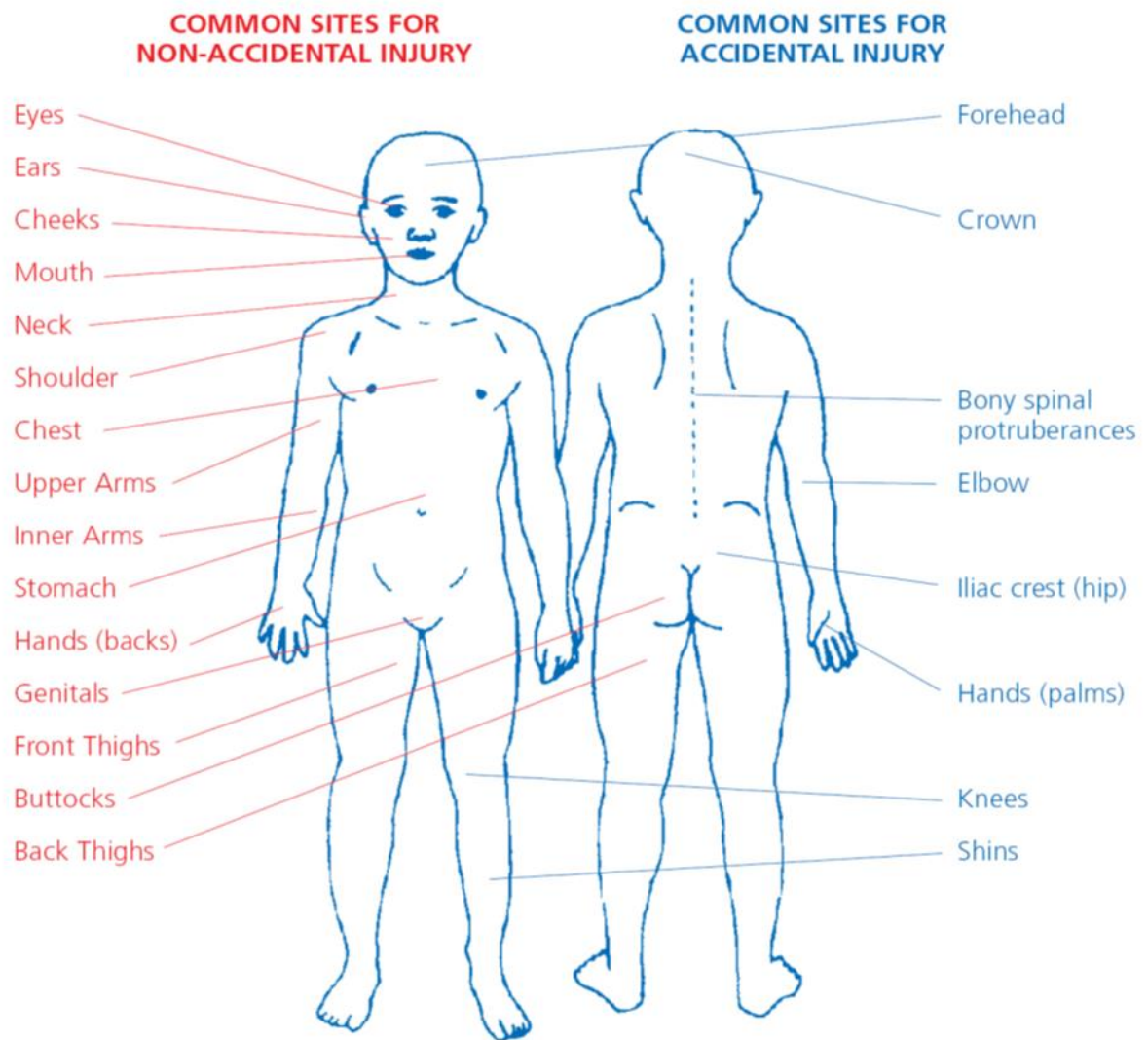
Appendix 2 BODY MAPS

Body Map 1



Safeguarding Policy Appendices

Body Map 2



Appendix 3 Types of abuse and neglect situation

All College staff should be aware that abuse, neglect and safeguarding issues are rarely standalone events that can be covered by one definition or label. In most cases, multiple issues will overlap with one another.

1. **Abuse:** a form of maltreatment of a child. Somebody may abuse or neglect a child by inflicting harm or by failing to act to prevent harm. Children may be abused in a family or in an institutional or community setting by those known to them or, more rarely, by others (e.g. via the internet). They may be abused by an adult or adults or by another child or children.
2. **Physical abuse:** a form of abuse which may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating or otherwise causing bodily harm to a child. Physical harm may also be caused when a parent or carer fabricates the symptoms of, or deliberately induces, illness in a child.
3. **Emotional abuse:** the persistent emotional maltreatment of a child such as to cause severe and adverse effects on the child's emotional development. It may involve conveying to a child that they are worthless or unloved, inadequate, or valued only insofar as they meet the needs of another person. It may include not giving the child opportunities to express their views, deliberately silencing them or 'making fun' of what they say or how they communicate. It may feature age or developmentally inappropriate expectations being imposed on children. These may include interactions that are beyond a child's developmental capability as well as overprotection and limitation of exploration and learning, or preventing the child participating in normal social interaction. It may involve seeing or hearing the ill-treatment of another. It may involve serious bullying (including cyberbullying), causing children frequently to feel frightened or in danger, or the exploitation or corruption of children. Some level of emotional abuse is involved in all types of maltreatment of a child, although it may occur alone.
4. **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 (for example rape or oral sex) or non-penetrative acts such as masturbation, kissing, rubbing and touching outside of clothing. They may also include non-contact activities, such as involving children in looking at, or in the production of, sexual images, watching sexual activities, 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.
5. **Neglect:** 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 abuse. Once a child is born, neglect may involve a parent or carer 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); or ensure access to appropriate medical care or treatment. It may also include neglect of, or unresponsiveness to, a child's basic emotional needs.



Safeguarding Declaration

I confirm that I,, have read the Rooks Heath College Safeguarding and Child Protection policy and I agree to abide by the Safe Working Practice guidance contained therein. I also agree to abide by all other College policies.

Signed **Date**

(When you have signed and dated this declaration please hand to the Associate Headteacher's PA in AF16. Thank you)