

FFEDERASIWN CWRT HENRI, FFAIRFACH A TALYLLYCHAU

Pennaeth – Mrs Sian Davies (DaviesS878@hwbcymru.net)

Penaethiaid Cynorthwyol – Mrs L Williams / Mrs A Morgan / Miss A Walker



Polisi Amddiffyn Plant Child Protection Policy

Pennaeth/Headteacher : *S.L. Davies*

Cadeirydd y Corff Llywodraethol/Chair of Governors *M. Charles*

Dyddiad Adolygwyd/Reviewed – Medi /September 2024

Adolygir y polisi yn flynyddol – This policy is reviewed annually

Polisi Amddiffyn Plant ar gyfer Ffederasiwn Cwrt Henri, Ffairfach a Talylychau

Cyflwyniad

Mae Ffederasiwn Cwrt Henri, Ffairfach a Talylychau yn cydnabod yn llawn y cyfraniad y mae'n ei wneud i amddiffyn plant.

Mae tair prif elfen i'n polisi:

- atal drwy'r addysgu a'r cymorth bugeiliol a gynigir i ddisgyblion, a'r defnydd o wasanaethau ataliol, fel y Tîm o Amgylch y Teulu mewn ysgolion
- gweithdrefnau ar gyfer adnabod ac adrodd am achosion, neu achosion tybiedig, o gam-drin neu niwed. O ganlyniad i'n cyswllt dyddiol gyda phlant, mae staff yr ysgol mewn sefyllfa dda i sylwi ar yr arwyddion allanol o gam-drin,
- cymorth i ddisgyblion sydd mewn angen neu a allai fod wedi cael eu cam-drin.

Mae ein polisi yn berthnasol i holl staff, llywodraethwyr a gwirfoddolwyr sy'n gweithio yn yr ysgol. Gall cynorthwywyr cymorth dysgu, goruchwylwyr canol dydd, gofawyr, ysgrifenyddion yn ogystal ag athrawon fod y pwynt datgelu cyntaf i blentyn.

Bydd ein hysgol yn adolygu'r polisi yn flynyddol ac mae wedi ymrwmo i ddilyn unrhyw ganllawiau newydd a dderbynnir gan Gyngor Sir Caerfyrddin neu Lywodraeth Cymru.

Yr Uwch Bersonau Dynodedig ar gyfer amddiffyn plant yn yr ysgol hon yw Mrs Sian Davies a Mrs L Williams (Cwrt Henri), Mrs Alison Morgan (Ffairfach) a Miss Alana Walker (Talylychau). Y llywodraethwr a chyfrifoldeb diogelu yw Mrs Helen Rice.

Atal

Rydym yn cydnabod bod hunan-barch uchel, hyder, ffrindiau cefnogol a llinellau cyfathrebu da gydag oedolyn dibynadwy yn helpu i ddiogelu disgyblion.

Felly, bydd yr ysgol yn:

- Sefydlu a chynnal ethos lle mae plant yn teimlo'n ddiogel ac yn cael eu hannog i siarad, ac y gwrandewir arnynt
- Sicrhau bod plant yn gwybod bod oedolion yn y lleoliad addysg y gallant fynd atynt os ydynt yn poeni neu mewn trafferth
- Cynnwys gweithgareddau a chyfleoedd ar gyfer addysg cydberthynas a rhywioldeb yn y cwricwlwm, sy'n meithrin y sgiliau sydd eu hangen ar blant i gadw'n ddiogel rhag camdriniaeth ac i wybod at bwy i droi am help
- Cynnwys deunydd a fydd yn helpu plant i ddatblygu agweddau realistig tuag at gyfrifoldebau bywyd fel oedolyn yn y cwricwlwm, yn enwedig o ran gofal plant a sgiliau magu plant

- Meithrin perthynas ag asiantaethau eraill a sicrhau atgyfeiriadau cynnar a phriodol am gymorth ac ymyrraeth cyn i risgiau ddwysáu
- Mabwysiadu agwedd ysgol gyfan (lleoliad) at lesiant a fydd yn ymgorffori mesurau diogelu ac ataliol i gefnogi plant a theuluoedd

Gweithdrefnau

Dylid dilyn y rhain os bydd achos datgeliad/pryder amddiffyn plant

Byddwn yn dilyn Gweithdrefnau Diogelu Cymru sydd wedi'u cymeradwyo gan y Bwrdd Lleol Diogelu Plant. Bydd yr ysgol yn:

- Sicrhau bod ganddi Uwch Berson Dynodedig ar gyfer amddiffyn plant sydd wedi cael yr hyfforddiant priodol. **Y bobl hyn yw Mrs Sian Davies, Mrs Lisa Williams (Cwrt Henri), Mrs Alison Morgan (Ffairfach) a Miss Alana Walker (Talylychau).**
- Cydnabod rôl yr Uwch Berson Dynodedig a threfnu cefnogaeth a hyfforddiant

Sicrhau bod pob aelod o staff a phob llywodraethwr yn gwybod:

- - enw'r Uwch Berson Dynodedig a'i rôl, pwynt cyswllt yr awdurdod lleol a'r llywodraethwr penodedig ar gyfer diogelu
- - bod ganddynt gyfrifoldeb unigol dros roi gwybod i'r gwasanaethau cymdeithasol, neu i'r heddlu am blant sydd mewn perygl a phryderon amddiffyn, o fewn y ffiniau amser y cytunwyd arnynt gyda'r Bwrdd Diogelu Rhanbarthol ar sut i ddelio â'r pryderon hynny pan nad yw'r Uwch Berson Dynodedig ar gael
- Sicrhau bod pob aelod o staff yn ymwybodol o'r angen i fod yn effro i arwyddion o gamdriniaeth ac esgeulustod, ac yn gwybod sut i ymateb i ddysgwr a all ddatgelu camdriniaeth neu esgeulustod
- Sicrhau bod aelodau o staff sydd wedi cofrestru â CGA yn ymwybodol o'r Cod Ymddygiad ac Ymarfer Proffesiynol ar gyfer cofrestryddion gyda Chyngor y Gweithlu Addysg (gweler www.cga.cymru/site/index.php/cy/cymhwyster-i-ymarfer/cod-ymddygiad-ac-ymarfer-proffesiynol-pdf.html) a'r disgwyliad o fewn y Cod bod yr unigolyn cofrestredig yn rhoi sylw i ddiogelwch a llesiant dysgwyr yn eu gofal a chynnwys cysylltiedig
- Sicrhau bod gan rieni/gofalwyr ddealltwriaeth o'r cyfrifoldeb sydd wedi'i roi ar yr ysgol/coleg/lleoliad addysg a staff ar gyfer diogelu ac amddiffyn plant drwy nodi eu disgwyliadau yn llawlyfr yr ysgol

Darparu hyfforddiant i'r holl staff fel eu bod:

- yn deall eu cyfrifoldeb personol
- yn ymwybodol o'r gweithdrefnau lleol y cytunwyd arnynt a'u dyletswydd i ymateb
- yn ymwybodol o'r angen i fod yn wylidwrus wrth gydnabod achosion o gam-drin ac esgeuluso
- gwybod sut i gefnogi plentyn sy'n datgelu camdriniaeth neu esgeulustod
- deall y rôl y gallai ymddygiadau ar-lein ei chael ym mhob un o'r uchod

- Hysbysu tîm gwasanaethau cymdeithasol yr awdurdod lleol:

- os oes dysgwr ar y gofrestr amddiffyn plant wedi'i wahardd, naill ai am gyfnod penodol neu'n barhaol
- os yw dysgwr sydd ar y gofrestr amddiffyn plant yn absennol heb esboniad am fwy na dau ddiwrnod ysgol (neu un diwrnod yn dilyn penwythnos)
- gweithio i ddatblygu cysylltiadau effeithiol gydag asiantaethau perthnasol a chydweithio yn ôl y galw â'u hymholiadau ynghylch materion amddiffyn plant, gan gynnwys mynychu adolygiad cychwynnol yn ogystal â chynadledau amddiffyn plant a grwpiau craidd a chyflwyno adroddiadau ysgrifenedig i'r cynadledau
- cadw cofnodion ysgrifenedig o bryderon am blant (gan nodi'r dyddiad, y digwyddiad a'r camau a gymerwyd), hyd yn oed lle nad oes angen cyfeirio'r mater at yr awdurdod lleol yn syth
- sicrhau bod yr holl gofnodion yn cael eu cadw'n ddiogel ac mewn lleoliadau dan glo
- cadw at y gweithdrefnau a nodir gan Lywodraeth Cymru yn Disgyblu a gweithdrefnau diswyddo i staff ysgol: Canllawiau diwygiedig i gyrff llywodraethol (gweler llyw.cymru/gweithdrefnau-disgyblu-diswyddo-staff-ysgol)
- sicrhau bod gweithdrefnau recriwtio a dethol yn cael eu gwneud yn unol â Chanllawiau Llywodraeth Cymru Cadw dysgwyr yn ddiogel
- penodi llywodraethwr ar gyfer diogelu a fydd yn goruchwyllo polisi ac arfer amddiffyn plant yr ysgol/coleg.

Cefnogi'r rhai sydd mewn perygl.

Rydym yn cydnabod y gall plant/pobl ifanc sydd mewn perygl, yn dioddef camdriniaeth neu'n profi trais gael eu heffeithio'n fawr gan hynny.

Efallai mai'r ysgol hon/coleg hwn /lleoliad addysg hwn yw'r unig leoliad sefydlog, diogel a dibynadwy sydd ym mywydau plant sydd mewn perygl. Serch hynny, pan fyddant yn yr ysgol/coleg/lleoliad addysg gall eu hymddygiad fod yn heriol ac yn herfeiddiol neu efallai eu bod yn fewnblyg.

Bydd yr ysgol yn ymdrechu i gefnogi'r dysgwr drwy:

- gynnwys cwricwlwm sydd yn annog hunan-barch a hunan-gymhelliant
- ethos yr ysgol/coleg sydd yn:
 - hyrwyddo amgylchedd cadarnhaol, cefnogol a diogel
 - rhoi ymdeimlad o werth i ddysgwyr (gweler adran 2 ar Atal)
- polisi ymddygiad yr ysgol/coleg/lleoliad addysg, sydd wedi'i anelu at gefnogi disgyblion agored i niwed yn yr ysgol/coleg. Bydd yr holl staff yn cytuno ar ddull cyson sy'n canolbwyntio ar ganlyniad ymddygiadol y plentyn ond nad yw'n niweidio ymdeimlad yr unigolyn o hunanwerth. Bydd yr ysgol/coleg/lleoliad addysg yn ymdrechu i sicrhau bod y dysgwr yn gwybod bod elfennau o ymddygiad yn annerbyniol ond ei fod yn cael ei werthfawrogi ac nad yw ar fai am unrhyw gam-drin sydd wedi digwydd
- cysylltu ag asiantaethau eraill sy'n cefnogi'r dysgwr fel swyddogion yr awdurdod lleol – er enghraifft, y gwasanaeth seicoleg addysg, gwasanaethau cymorth ymddygiad neu'r Gwasanaeth Lles Addysg – gwasanaethau iechyd meddwl plant a phobl ifanc, a gwasanaethau eiriolaeth
- cadw cofnodion a hysbysu'r awdurdod lleol cyn gynted ag y bydd achos o bryder yn ailymddangos.

- Mae angen i awdurdodau lleol, cyrff llywodraethu a pherchenogion hefyd allu dangos eu bod wedi ystyried a oes gan blant, gan gynnwys plant unigol, yn eu hardal unrhyw anghenion diogelu penodol yn ychwanegol at y rhai a nodir gan ganllawiau. Os felly, rhaid iddynt fod â pholisïau a gweithdrefnau ar waith i ddiwallu'r anghenion hynny

Pan fydd dysgwr ar y gofrestr amddiffyn plant yn gadael, byddwn yn trosglwyddo gwybodaeth i'r darparwr newydd ar unwaith ac yn hysbysu'r gwasanaethau cymdeithasol.

Anfonir pob atgyfeiriad amddiffyn plant i'r;

Tîm Atgyfeirio Canolog-

☎ 01554 742322

✉ CRTChildren@carmarthenshire.gov.uk

Y Tu Allan i Oriau- ☎ 0300 333 2222.

Gwrth-fwlio.

Cofnodir ein polisi ar wrth-fwlio mewn dogfen ar wahân ac fe'i hadolygir yn flynyddol gan y corff.

Ymyrraeth Gorfforol

Cofnodir ein polisi ar ymyrraeth gorfforol mewn dogfen ar wahân ac fe'i hadolygir yn flynyddol gan y corff llywodraethu, yn unol â Chanllawiau'r Llywodraeth Ymyrraeth ddiogel ac effeithiol – defnyddio grym rhesymol a chwilio am arfau.

Plant ag anghenion dysgu ychwanegol.

Rydym yn cydnabod, yn ôl ystadegau, mai plant sydd ag anghenion dysgu ychwanegol sydd fwyaf mewn perygl o gamdriniaeth. Mae angen i staff sydd yn gweithio gyda phlant ag anghenion dysgu ychwanegol, fel anabledau dwys a niferus, nam ar y synhwyrau neu broblem emosiynol ac ymddygiadol, fod yn arbennig o sensitif i arwyddion o gamdriniaeth.

Delio â datgeliad a wneir gan blentyn

Gwrandewch.

- Gwrandewch yn ofalus ar yr hyn sy'n cael ei ddweud, heb arddangos sioc nac anghrediniaeth.
- Derbyniwch yr hyn a ddywedir. Efallai y bydd y plentyn sy'n gwneud y datgeliad yn hysbys i chi fel rhywun nad yw bob amser yn dweud y gwir. Fodd bynnag, peidiwch â gadael i'ch gwybodaeth flaenorol am y person hwn ganiatáu ichi ragfarnu neu annilysu ei honiad.
- Peidiwch â cheisio ymchwilio i'r honiad. Eich dyletswydd chi fydd gwrandeio ar yr hyn sy'n cael ei ddweud a throsglwyddo'r wybodaeth honno.

Cysurwch.

Rhowch ddigon o gysur i'r plentyn. Byddwch yn onest bob amser a pheidiwch â gwneud addewidion na allwch eu cadw, er enghraifft: "Fe arhosa' i gyda thi", neu, "Bydd popeth yn iawn nawr".

- Lleddfwch unrhyw euogrwydd, os yw'r disgybl yn cyfeirio ato. Er enghraifft, gallech ddweud: "Nid ti sydd ar fai. Nid dy fai di yw hyn".
- Peidiwch ag addo cyfrinachedd. Bydd dyletswydd arnoch i drosglwyddo'r wybodaeth ac mae angen i'r plentyn wybod hyn.

Ymatebwch

- Gallwch ofyn cwestiynau ac efallai y bydd angen i chi wneud hynny mewn rhai achosion. Fodd bynnag, nid cyfle yw hwn i holi'r plentyn a gofyn cwestiynau manwl am gyfnod hir. Dim ond pwyntiau amlwg yr honiad y mae'r plentyn yn ei wneud sydd angen i chi eu gwybod. Rhaid i unrhyw gwestiynau fod yn agored ac nid yn rhai arweiniol ee DED
- D-Dwed wrtha' i, E-eglura, D-disgrifia.
- Peidiwch â beirniadu'r cyflawnwr honedig oherwydd gall fod gan y disgybl ymlyniad emosiynol cadarnhaol â'r person hwn o hyd.
- Peidiwch â gofyn i'r disgybl ailadrodd ei honiad wrth aelod arall o'r staff. Os gofynnir iddo ei ailadrodd, efallai y bydd yn teimlo nad yw'n cael ei gredu a/neu gall ei atgof o'r hyn a ddigwyddodd newid.

Cofnodwch

- Cymerwch nodiadau cyn gynted ag y bydd yn ymarferol gwneud hynny. Cofnodwch yr union eiriau a ddefnyddiwyd gan y plentyn – peidiwch â'u hail-gyfieithu i'r ffordd y bydd oedolion yn siarad neu geisio gwneud synnwyr o strwythur yr hyn a ddywedwyd. Peidiwch â chael eich tramgwyddo gan unrhyw iaith neu eiriau tramgwyddus a ddefnyddir i ddisgrifio'r cam-drin.

- Nodwch amser a dyddiad ar eich nodiadau a pheidiwch â'u dinistrio rhag ofn y bydd llys yn gofyn amdanynt.
- Lle bo hynny'n bosibl, nodwch leoliad unrhyw gleisio neu anaf ond peidiwch â gofyn i'r plentyn dynnu unrhyw ddrillad at y diben hwn.
- Cofnodwch ddatganiadau a phethau gweladwy, yn hytrach na'ch 'dehongliadau' neu dybiaethau.

Camau Terfynol

- Ar ôl i chi ddilyn y canllawiau uchod, trosglwyddwch y wybodaeth ar unwaith i'r Uwch Berson Dynodedig neu'r unigolyn â chyfrifoldeb am Amddiffyn Plant. Wedyn bydd ganddo sawl opsiwn posibl, gan gynnwys cysylltu â'r Adran Gwasanaethau Plant i ofyn am eu cyngor ynghylch beth ddylai ddigwydd nesaf.

Cyfrinachedd

O ran amddiffyn plant, nid yw dyletswydd cyfrinachedd yn absoliwt a gellir ei thorri lle mae hyn er budd pennaf y plentyn ac er budd y cyhoedd yn ehangach. Os yw gweithwyr proffesiynol yn barnu bod angen datgelu er mwyn amddiffyn y plentyn neu blant eraill rhag risg o niwed difrifol, gellir torri cyfrinachedd. Dylai staff gyfeirio at ganllawiau'r Awdurdod Lleol "Canllawiau i Ysgolion: Caniatâd ar gyfer atgyfeiriadau i'r Tîm o Amgylch y Teulu/y Gwasanaethau Plant".

Lle bydd y rhai sydd mewn lleoliadau addysg yn barnu bod angen rhannu gwybodaeth gyfrinachol â gwasanaethau cymdeithasol plant neu'r heddlu:

- dylent geisio cefnogi'r plentyn
- gallant drafod yr achos yn ddiennw i ddechrau gyda chydweithwyr perthnasol eraill, fel y Person Diogelu Dynodedig neu gydweithiwr arall sydd â chymhwysedd addas ym maes diogelu neu gyda'r adran gwasanaethau cymdeithasol plant.
- dylid dweud wrth y plentyn am angen y gweithiwr proffesiynol i rannu gwybodaeth gyfrinachol oni bai y byddai gwneud hynny'n gosod y plentyn mewn perygl pellach
- dylid dogfennu'n briodol unrhyw benderfyniad i rannu gwybodaeth ai peidio.

Mae angen i benderfyniadau yn y maes hwn gael eu gwneud gan, neu gyda chynghor, pobl sydd â chymhwysedd diogelu addas, fel y gweithwyr proffesiynol dynodedig a enwir.

Rheoli honiadau yn erbyn oedolion sy'n gweithio gyda phlant

Os bydd honiad amddiffyn plant yn cael ei wneud yn erbyn aelod o'r staff, rhaid i'r person sy'n derbyn yr honiad hwnnw drosglwyddo manylion y pryder i'r Pennaeth, a hynny ar unwaith, neu, yn ei absenoldeb, aelod o'r staff sydd â chyfrifoldebau Pennaeth. Yna bydd y Pennaeth wedyn yn cysylltu â Chadeirydd y Llywodraethwyr a'r Tîm Atgyfeirio Canolog i drafod y camau nesaf, yn unol â threfniadau lleol. Ni ddylai staff siarad â'r unigolyn y mae'r honiad wedi'i wneud yn ei erbyn na rhannu gwybodaeth gydag unrhyw berson arall.

Os gwneir honiad amddiffyn plant posib yn erbyn y Pennaeth, rhaid i'r aelod staff sy'n derbyn yr honiad hwnnw gysylltu â Chadeirydd y Llywodraethwyr. Yna bydd Cadeirydd y Llywodraethwyr yn cysylltu â'r Tîm Atgyfeirio Canolog i drafod y camau nesaf yn unol â threfniadau lleol. Os nad yw Cadeirydd y Llywodraethwyr ar gael, gall yr aelod staff ofyn am gyngor gan y Tîm Atgyfeirio Canolog.

Camddefnyddio sefyllfa o ymddiriedaeth

Mae canllawiau Llywodraeth Cymru ("Cadw Dysgwyr yn Ddiogel" 2020) yn nodi bod angen i bob aelod o'r staff Addysg wybod bod ymddygiad amhriodol gyda, neu tuag at blant, yn annerbyniol. Dan Ddeddf Troseddau Rhyw, 2003, mae'n drosedd i berson dros 18 oed (athro/athrawes, gweithiwr/gweithwraig ieuencid er enghraifft) gael perthynas rywiol â phlentyn dan 18 oed lle mae'r person hwnnw mewn sefyllfa o ymddiriedaeth o ran y plentyn hwnnw, hyd yn oed os yw'r berthynas yn gydsyniol. Mae hyn yn berthnasol pan yw'r plentyn mewn addysg amser llawn a bod y person yn gweithio yn yr un sefydliad â'r plentyn, hyd yn oed os nad yw'n dysgu'r plentyn.

Cefnogi'r disgybl sydd mewn perygl

Mae cam-drin plant yn ddinistriol i'r plentyn a gall hefyd arwain at drallod a phryder i'r staff sy'n ymwneud â'r mater. Rydym yn cydnabod y gallai hyn gael effaith fawr ar blant sydd mewn perygl, yn dioddef camdriniaeth neu'n dyst i drais. Efallai mai'r ysgol hon yw'r unig elfen sefydlog, ddiogel a dibynadwy ym mywydau plant sydd mewn perygl. Serch hynny, pan fyddant yn yr ysgol gall eu hymddygiad fod yn heriol ac yn herfeiddiol neu mae'n bosib y bydd yn fewnblyg. Bydd yr ysgol yn ymdrechu i gefnogi'r disgybl trwy:

- Gynnwys cwricwlwm sydd yn annog hunan-barch a hunan-gymhelliant
- ethos yr ysgol/coleg sydd:

- yn hyrwyddo amgylchedd cadarnhaol, cefnogol a diogel

- yn rhoi i ddysgwyr yr ymdeimlad o gael eu gwerthfawrogi (gweler adran 2 ar Atal)

- Polisi ymddygiad lleoliad yr ysgol, sydd â'r nod o gefnogi disgyblion sy'n agored i niwed yn yr ysgol. Bydd yr holl staff yn cytuno ar ddull cyson sy'n canolbwyntio ar ganlyniad ymddygiadol y plentyn ond nad yw'n niweidio ymdeimlad yr unigolyn o hunanwerth. Bydd yr ysgol yn ceisio sicrhau bod y dysgwr yn gwybod bod rhai mathau o ymddygiad yn annerbyniol ond ei fod yn cael ei werthfawrogi ac na fydd yn cael y bai am unrhyw gamdriniaeth sydd wedi digwydd.
- Cysylltu ag asiantaethau eraill sy'n cefnogi'r dysgwr fel swyddogion yr awdurdod lleol

– er enghraifft y gwasanaeth seicoleg addysg, gwasanaethau cymorth ymddygiad

neu'r Tîm Diogelu a Phresenoldeb Ysgolion – gwasanaethau iechyd meddwl plant a phobl ifanc, a gwasanaethau eiriolaeth

cadw cofnodion a hysbysu'r awdurdod lleol cyn gynted ag y bydd pryder yn digwydd eto.

- Cymryd pob amheuaeth a datgeliad o ddifrif
- Enwebu unigolyn cyswllt a fydd yn hysbysu'r holl bartïon ac yn bwynt cyswllt canolog. Pan fydd aelod o'r staff yn destun honiad a wneir gan ddisgybl, caiff unigolion cyswllt ar wahân eu henwebu i osgoi unrhyw wrthdaro buddiannau.

- Ymateb yn sympathetig i unrhyw gais gan ddisgyblion neu staff am amser i ffwrdd i ddelio â thrallod neu bryder.
- Cynnal cyfrinachedd a rhannu gwybodaeth yn ôl 'yr angen i wybod yn unig' gydag unigolion ac asiantaethau perthnasol.
- Storio cofnodion yn ddiogel.
- Cynnig manylion llinellau cymorth, cwnsela neu lwybrau cymorth allanol eraill

cydweithredu'n llawn ag asiantaethau statudol perthnasol, gan gynnwys gweithio gyda'r Heddlu a'r gwasanaethau plant yn unol â phrotocol Operation Encompass ac Operation Endeavour (gweler isod).

Pan fydd dysgwr ar y gofrestr amddiffyn plant yn gadael, byddwn yn trosglwyddo gwybodaeth i'r darparwr newydd ar unwaith ac yn hysbysu'r gwasanaethau cymdeithasol.

OPERATION ENCOMPASS

Mae'r ysgol yn cymryd rhan yn Operation Encompass ac Operation Endeavour.

Crëwyd Operation Encompass i gefnogi plant sy'n profi cam-drin domestig trwy rannu gwybodaeth yn amserol rhwng yr heddlu ac ysgolion. Pwrpas Operation Encompass yw galluogi rhoi cefnogaeth i blant sy'n dioddef cam-drin domestig. Trwy Operation Encompass gall ysgolion helpu plant i ddeall beth sy'n digwydd gartref a'r ffyrdd gorau i amddiffyn eu hunain yn gorfforol ac yn emosiynol. Mae'r wybodaeth y mae ysgol yn ei derbyn hefyd yn eu galluogi i baratoi ar gyfer y plentyn yn yr ysgol a sicrhau bod ganddo/ganddi'r gefnogaeth angenrheidiol.

Pwrpas Operation Endeavour yw diogelu a chefnogi'r plant a'r bobl ifanc hynny yr adroddwyd eu bod ar goll o'u cartref. Credir bod tua 25% o blant a phobl ifanc sy'n mynd ar goll mewn perygl o niwed difrifol. Mae pryderon penodol ynghylch y cysylltiadau rhwng plant yn rhedeg i ffwrdd a risgiau cam-fanteisio rhywiol. Nod Operation Endeavour yw sicrhau bod Person Diogelu Dynodedig (DSP) wedi'i nodi yn yr ysgolion a'i fod e/hi wedi'i hyfforddi'n briodol. Dylid ei wneud/gwneud yn ymwybodol o'r digwyddiadau ar y cyfle cyntaf er mwyn darparu cefnogaeth amserol wedi'i theilwra i blant a phobl ifanc ar ddechrau ac yn ystod y diwrnod Ysgol.

Adolygiad

Caiff y polisi hwn ei adolygu a'i gadarnhau'n flynyddol mewn cyfarfod corff llywodraethu llawn, o leiaf unwaith y flwyddyn a'i gofnodi yn y cofnodion. Wrth baratoi ar gyfer yr adolygiad hwn, efallai y bydd yr Uwch Berson Dynodedig ar gyfer Amddiffyn Plant am gyflwyno gwybodaeth i'r Corff Llywodraethu am y canlynol: -

- newidiadau i weithdrefnau Amddiffyn Plant;
- hyfforddiant a gynhaliwyd gan yr holl staff a'r llywodraethwyr yn ystod y 12 mis blaenorol;
- nifer y digwyddiadau o natur Amddiffyn Plant a gododd yn yr ysgol o fewn y 12 mis blaenorol (heb fanylion nac enwau);
- ble a sut mae Amddiffyn a Diogelu Plant yn ymddangos yn y cwricwlwm;
- gwersi a ddysgwyd o achosion.

Child Protection Policy for Cwrt Henri, Ffairfach and Talley Federation of Schools

Introduction

Cwrt Henri, Ffairfach and Talley Federation of schools fully recognises the contribution it makes to child protection.

There are three main elements to our policy:

- prevention through the teaching and pastoral support offered to pupils, and the use of preventative services, such as Team Around the Family (TAF) in schools
- procedures for identifying and reporting cases, or suspected cases, of abuse or harm. Because of our day-to-day contact with children school staff are well placed to observe the outward signs of abuse,
- support to pupils who are in need or who may have been abused.

Our policy applies to **all** staff, governors and volunteers working in the school. Learning support assistants, mid-day supervisors, caretakers, secretaries as well as teachers can be the first point of disclosure for a child.

Our school will annually review the policy and is committed to following any new guidance received from Carmarthenshire County Council or Welsh Government.

The Designated Senior Persons for child protection in this school is: Sian Davies and Lisa Williams (Cwrt Henri), Alison Morgan (Ffairfach) and Alana Walker (Talley).

The governor responsible for safeguarding is Mrs Helen Rice.

Prevention

We recognise that high self-esteem, confidence, supportive friends and good lines of communication with a trusted adult help to safeguard pupils.

The school will therefore:

- Establish and maintain an ethos where children feel secure and are encouraged to talk, and are listened to
- Ensure children know that there are adults in the education setting whom they can approach if they are worried or in difficulty
- Include in the curriculum, activities and opportunities for relationships and

sexuality education which equips children with the skills they need to stay safe from abuse and to know to whom to turn for help

- Include in the curriculum material that will help children develop realistic attitudes to the responsibilities of adult life, particularly with regard to childcare and parenting skills
- Build relationships with other agencies and ensure early and appropriate referrals for support and intervention are made before risks escalate
- Take a whole-school (setting) approach to well-being which will incorporate safeguarding and preventative measures to support children and families

Procedures

These should be followed in the event of a child protection disclosure/concern

We will follow the Wales Safeguarding Procedures that have been endorsed by the Local Safeguarding Children Board. The school will:

- Ensure it has a Designated Senior Person for child protection who has undertaken the appropriate training. **These people are Sian Davies and Lisa Williams (Cwrt Henri), Alison Morgan (Ffairfach) and Alana Walker (Talley)**
- Recognise the role of the DSP and arrange support and training [education settings may wish to mention the additional training undertaken by their DSP]

Ensure every member of staff and every governor knows:

- – the name of the DSP and their role, the local authority point of contact and the designated governor for safeguarding
- – that they have an individual responsibility for reporting children at risk and protection concerns to social services, or to the police, within the timescales agreed with the Regional Safeguarding Board how to take forward those concerns when the DSP is unavailable
- Ensure that all members of staff are aware of the need to be alert to signs of abuse and neglect, and know how to respond to a learner who may disclose abuse or neglect
- Ensure that members of staff who are EWC registrants are aware of the *Code of Professional Conduct and Practice for registrants with the Education Workforce Council* (see www.ewc.wales/site/index.php/en/fitness-to-practise/code-of-professional-conduct-and-practice-pdf.html) and the expectation within the Code that the registrant has regard to the safety and well-being of learners in their care and related content
- Ensure that parents/carers have an understanding of the responsibility placed on the school/college/education setting and staff for safeguarding and child protection by setting out its obligations in the school brochure

Provide training for all staff so that they:

- understand their personal responsibility
 - know the agreed local procedures and their duty to respond
 - are aware of the need to be vigilant in identifying cases of abuse and neglect
 - know how to support a child who discloses abuse or neglect
 - understand the role online behaviours may have in each of the above
- **Notify the local authority’s social services team if:**
 - a learner on the child protection register is excluded, either for a fixed term or permanently
 - there is an unexplained absence of a learner on the child protection register of more than two days’ duration from school (or one day following a weekend)
 - work to develop effective links with relevant agencies and cooperate as required with their enquiries regarding child protection matters, including attendance at initial review as well as child protection conferences and core groups and the submission of written reports to the conferences
 - keep written records of concerns about children (noting the date, event and action taken), even where there is no need to refer the matter to the local authority immediately
 - ensure all records are kept secure and in locked locations
 - adhere to the procedures set out in the Welsh Government’s *Disciplinary and dismissal procedures for school staff: Revised guidance for governing bodies* (see gov.wales/disciplinary-and-dismissal-procedures-school-staff)
 - ensure that recruitment and selection procedures are made in accordance with Welsh Government’s *Keeping learners safe* guidance
 - designate a governor for safeguarding who will oversee the school’s/college’s child protection policy and practice.

Supporting those at risk.

We recognise that children/young people who are at risk, suffer abuse or experience violence may be deeply affected by this.

This school/college/education setting may be the only stable, secure and predictable element in the lives of children at risk. Nevertheless, when at school/college/education setting their behaviour may be challenging and defiant or they may be withdrawn.

The school will endeavour to support the learner through:

- ☑ the content of the curriculum to encourage self-esteem and self-motivation
- ☑ the school/college ethos which:
 - promotes a positive, supportive and secure environment
 - gives learners a sense of being valued (see section 2 on Prevention)

☒ the school's/college's/education setting's behaviour policy, which is aimed at supporting vulnerable pupils in the school/college. All staff will agree on a consistent approach that focuses on the behavioural outcome of the child but does not damage the individual's sense of self-worth. The school/college/education setting will endeavour to ensure that the learner knows that some behaviour is unacceptable but that they are valued and not to be blamed for any abuse which has occurred

☒ liaison with other agencies who support the learner such as local authority officers – for example the educational psychology service, behaviour support services or the Education Welfare Service – child and adolescent mental health services, and advocacy services

☒ keeping records and notifying the local authority as soon as there is a recurrence of a concern.

- Local authorities, governing bodies and proprietors also need to be able to show they have considered whether children, including individual children, in their area have any specific safeguarding needs in addition to those covered by guidance. If so, they must have policies and procedures in place to meet those needs.

When a learner on the child protection register leaves, we will transfer information to the new provider immediately and inform social services.

All child protection referrals go to the;

Central Referral Team-

☎ 01554 742322

✉ CRTChildren@carmarthenshire.gov.uk

Out of Hours- ☎ 0300 333 2222.

Anti Bullying.

Our policy on anti-bullying is set out in a separate document and is reviewed annually by the governing body.

Physical Intervention

Our policy on physical intervention is set out in a separate document and is reviewed annually by the governing body, and is consistent with the Welsh Government's guidance *Safe and effective intervention – use of reasonable force and searching for weapons*.

Children with additional learning needs.

We recognise that statistically children with additional learning needs are most at risk of abuse. Staff who work with children with an additional learning need, such as a profound and multiple disability, sensory impairment or emotional and behavioural problem, need to be particularly sensitive to signs of abuse.

Guidance to compliment the Child Protection Policy.

Dealing with a disclosure made by a child

Listen.

- Listen carefully to what is being said, without displaying shock or disbelief.
- Accept what is said. The child making the disclosure may be known to you as someone who does not always tell the truth. However, do not let your past knowledge of this person allow you to pre-judge or invalidate their allegation.
- Do not attempt to investigate the allegation. Your duty will be to listen to what is being said and to pass that information on.

Reassure

Provide the child with plenty of re-assurance. Always be honest and do not make promises you cannot keep, for example: "I'll stay with you", or, "Everything will be all right now".

- Alleviate guilt, if the pupil refers to it. For example, you could say: "You're not to blame. This is not your fault".
- Do not promise confidentiality. You will be under a duty to pass the information on and the child needs to know this.

React

- You can ask questions and may need to in certain instances. However, this is not an opportunity to interrogate the child and go into the territory of in depth and prolonged questioning. You only need to know the salient points of the allegation that the child is making. Any questions must be open and not leading eg TED
- T- Tell me, E-explain, D-describe.
- Do not criticize the alleged perpetrator as the pupil may still have a positive emotional attachment to this person.

- Do not ask the pupil to repeat their allegation to another member of staff. If they are asked to repeat it, they may feel that they are not being believed and / or their recollection of what happened may change.

Record

- Take notes as soon as it is practical to do so. Record the actual words spoken by the child – do not re-translate them into the way that adults speak or try to make sense of the structure of what was said). Do not be offended by any offensive language or words used to describe the abuse).
- Time and date your notes and do not destroy them in case they are required by a court.
- Where possible, indicate the position of any bruising or injury but do not ask the child to remove any clothing for this purpose.
- Record statements and observable things, rather than your interpretations' or assumptions.

Final Steps

- Once you have followed the above guidelines, pass the information on **immediately** to the Designated Senior Person or the person with responsibility for Child Protection. They will then have several options open to them, including contacting Children's Services to seek their advice as to what should happen next.

Confidentiality

With regards to child protection, the duty of confidentiality is not absolute and may be breached where this is in the best interests of the child and in the wider public interest. If professionals judge that disclosure is necessary to protect the child or other children from a risk of serious harm, confidentiality may be breached. Staff should refer to the Local Authority guidance "Guidance for Schools: Consent for referrals to Children's Services / Team Around the Family".

Where those in education settings judge that there is a need to share confidential information with children's social services or the police:

- they should attempt to support the child
- they may initially discuss the case anonymously with other relevant colleagues, such as the DSP or another colleague with suitable competence in safeguarding or with children's social services.
- the child should be informed of the professional's need to share confidential information, unless to do so might put them at further risk
- any decision to share information or not should be properly documented.

Decisions in this area need to be made by, or with the advice of, people with suitable safeguarding competence, such as the named designated professionals.

Managing allegations against adults who work with children

In the event of a child protection allegation being made against a member of staff, the person in receipt of that allegation must immediately pass details of the concern to the Headteacher or in their absence a member of staff with Headteacher responsibilities. The Headteacher will then contact the Chair of Governors and Central Referral Team to discuss the next steps in accordance with local arrangements. Staff should not confront the person the allegation is against or share information with anyone else.

If a potential child protection allegation is made against the Headteacher, the member of staff in receipt of that allegation must contact the Chair of Governors. The Chair of Governors will then contact The Central Referral Team to discuss the next steps in accordance with local arrangements. If the Chair of Governors is unavailable, the member of staff can seek advice from The Central referral Team.

Abuse of position of trust

Welsh Government guidance (“Keeping Learners Safe” 2020) indicates that all Education staff need to know that inappropriate behaviour with, or towards, children is unacceptable. Under the Sexual Offences Act, 2003, it is an offence for a person over 18 (for example teacher, youth worker) to have a sexual relationship with a child under 18 where that person is in a position of trust in respect of that child, even if the relationship is consensual. This applies where the child is in full-time education and the person works in the same establishment as the child, even if he/she does not teach the child.

Supporting the pupil at risk

Child abuse is devastating for the child and can also result in distress and anxiety for staff who become involved. We recognise that children who are at risk, suffer abuse or witness violence may be deeply affected by this. This school may be the only stable, secure, predictable element in the lives of children at risk. Nevertheless, when at school their behaviour may be challenging and defiant or they may be withdrawn. The school will endeavour to support the pupil through:

- The content of the curriculum to encourage self-esteem and self-motivation
- the school/college ethos which:
 - promotes a positive, supportive and secure environment
 - gives learners a sense of being valued (see section 2 on Prevention)
- The school’s setting’s behaviour policy, which is aimed at supporting vulnerable pupils in the school. All staff will agree on a consistent approach that focuses on the behavioural outcome of the child but does not damage the individual’s sense of self-worth. The school will endeavour to ensure that the learner knows that some behaviour is unacceptable but that they are valued and not to be blamed for any abuse which has occurred.
- Liaising with other agencies who support the learner such as local authority

officers – for example the educational psychology service, behaviour support

services or the School Safeguarding and Attendance Team – child and adolescent mental health services, and advocacy services

keeping records and notifying the local authority as soon as there is a recurrence of a concern.

- Taking all suspicions and disclosures seriously
- Nominating a link person who will keep all parties informed and be the central point of contact. Where a member of staff is the subject of an allegation made by a pupil, separate link people will be nominated to avoid any conflict of interest.
- Responding sympathetically to any request from pupils or staff for time out to deal with distress or anxiety.
- Maintaining confidentiality and sharing information on a need-to-know basis only with relevant individuals and agencies.
- Storing records securely.
- Offering details of helplines, counselling or other avenues of external support

cooperating fully with relevant statutory agencies, including working with Police and children's services in line with the Operation Encompass and Operation Endeavour protocol (see below).

When a learner on the child protection register leaves, we will transfer information to the new provider immediately and inform social services.

OPERATION ENCOMPASS

The school participates in **Operation Encompass and Operation Endeavour**.

Operation Encompass was created to support children experience domestic abuse through timely information-sharing between police and schools. The purpose of Operation Encompass is to enable support to be given to child victims of domestic abuse. Through Operation Encompass schools can help children understand what is happening at home and how to best protect themselves both physically and emotionally. The information a school receives also enables them to prepare for the child at school and ensure they have the support they need.

The purpose of Operation Endeavour is to safeguard and support those children and young people who have been reported missing from home. It is thought that approximately 25% of children and young people that go missing are at risk of serious harm. There are particular concerns about the links between children running away and the risks of sexual exploitation. Operation Endeavour aims to ensure that a Designated Safeguarding Person (DSP) has been identified within the schools and are appropriately trained. They are to be made aware of the incidents at the earliest opportunity in order to provide timely and tailored support to children and young people at the start of, and during the school day

Review

This policy will be reviewed and ratified annually at a full governing body meeting at least once a year and recorded in the minutes. In preparation for this review, the Designated Senior Person for Child Protection may wish to provide the Governing Body with information on the following: -

- changes to Child Protection procedures;
- training undertaken by all staff and governors in the preceding 12 months;
- the number of incidents of a Child Protection nature which arose in the school within the preceding 12 months (without details or names);
- where and how Child Protection and Safeguarding appear in the curriculum;
- lessons learned from cases.