

St Mary's P. S. is committed to the provision of a high quality of education for all pupils and high standards to all whom it serves. We believe that the fostering of trust and good relationships with the Parents/Guardians of our pupils is very important. A close partnership between home and school should help ensure that all our children learn and develop to their full potential in a caring, supportive, and safe environment. Good communication is essential if we are to achieve this. If you have any concerns about any aspect of your son/daughter's care/education, please contact the school and arrange a meeting with the Principal and/or the Class Teacher.

We would also encourage you to attend our Parent/Teacher meeting so that members of staff can keep you informed regarding your child's progress and development.

If you have any concerns about your child's safety you should use the following procedure to make a complaint:

- I have a concern about my child's safety.
- I can talk to the Principal/Class Teacher.
- If I am still concerned, I can talk to Designated Teacher for Child Protection - Mrs Fitzpatrick or Deputy Designated Teachers – Mrs Kelly or Miss Mallen
- If I am still concerned, I can talk/write to the Chairman of the Board of Governors.

**This leaflet provides a summary of our child protection policy and the more detailed policy is available on request from the school office or it can be accessed on the schools web site. Contact details are provided below.**

This policy will be reviewed bi-annually and issued to parents at least once every 2 years. Should you have any questions to ask or comments to make in relation to the content of this leaflet or the full policy please do not hesitate to contact the Designated Teacher for Child Protection.

The following are a list of some of the other related pastoral care and safeguarding policies which are available on request from the school (or can be accessed on the school web site).

Safeguarding and Child protection  
Positive Behaviour Management  
Anti-Bullying  
Special Educational Needs  
Health and Safety  
ICT and E-Safety  
Intimate Care  
Parental Complaints

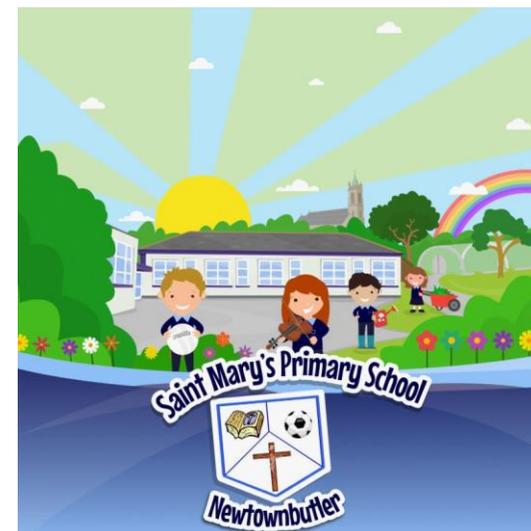
#### **School Contact details**

St Mary's PS, 1 Landbrock Rd, Newtownbutler,  
BT92 8JJ  
Tel: 028-67738690  
[info@stmarysntb.newtownbutler.ni.sch.uk](mailto:info@stmarysntb.newtownbutler.ni.sch.uk)  
Website: [www.stmarysps.com](http://www.stmarysps.com)

#### **Other Useful Contacts**

**Social Services (Gateway team):**  
**71314090**  
**PSNI: 101 or 999 (Emergency)**

# St Mary's Primary School



## Pastoral Care and Child Protection Policy Summary

Information for Parents

## Aims

St Mary's P.S. aims to establish a caring environment within which the academic, personal, social and spiritual potential of each child will be developed. The pastoral dimension permeates all school activities.

We in St Mary's have a primary responsibility for the care, welfare and safety of the pupils in our charge and we will carry out this duty through out pastoral care policy which aims to provide a caring, supportive and safe environment.

## Principles

Our Child Protection Policy is based on the following principles:

The child's welfare must always be paramount.

- Children must always have a right to be heard, to be listened to and to be taken seriously.
- Parents/Carers have a right to respect but a proper balance must be struck between ensuring this and protecting children
- Every child has the fundamental right to be safe from harm and have proper care given to their physical, emotional and spiritual well being.

## Procedures

We at St Mary's all follow the following procedures on Child Protection to protect our pupils.

- All staff teachers, non-teaching staff and volunteers will have clear guidance on the action which is required where abuse or neglect of a child is suspected.
- All staff and volunteers will undergo a vetting procedure in order to maintain the highest standard of professional care towards our children.
- All teaching and ancillary staff will attend a Child Protection training programme organised by the Designated Teacher.
- Children will be supervised at all times while in the school grounds.
- When it is necessary for a child to travel on a different bus from their normal one permission will only be given on receipt of a written request by a parent/guardian
- Access to the school building is granted by the caretaker, secretary or other member of staff after ringing bell at the main entrance.
- All visitors to the school must report to the secretary's office.
- Bullying is a highly distressing and damaging form of abuse and will be responded to sensitively in our school. All staff will be vigilant at all times and will aim to prevent bullying by raising an awareness with pupils, staff and parents about bullying, its forms and consequences.

All staff at St Mary's P.S will ensure that all children are aware of who they can talk to if they are sad, worried, being bullied or have any other concerns. The Designated Teacher for Child Protection is Mrs Gemma Fitzpatrick and one of the deputies Mrs Kelly or Miss Mallen will assume responsibility in her absence. The Designated Governor for Child Protection is Mr Shane McGovern.

The Department of Education of Northern Ireland requires all those working in education to co-operate fully with Social Services and other agencies to protect children. It is therefore our duty to refer if there is a concern about any form of abuse. The following diagram shows the procedures we are required to follow.'

