

# SAFEGUARDING POLICY

Ardmore House School

*For Parents*



**Ardmore House**

*Help, Care, Support*

## General Statement

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Ardmore House Safeguarding Policy is drawn up in the context of our underpinning values of 'Help, Care, Support'. We in Ardmore House have a responsibility for the care, welfare and safety of all our pupils and we will do this by creating a caring, supportive and safe environment which values the individuals and seeks to meet their needs.

Ardmore House acknowledges the duty of care to safeguard and promote the welfare of children and is committed to ensuring safeguarding practice reflects statutory responsibilities, government guidance and complies with best practice and EA requirements.

The policy recognises that the welfare and interests of children are paramount in all circumstances. It aims to ensure that regardless of age, gender, religion or beliefs, ethnicity, disability, sexual orientation or socio-economic background, all children:

- have a positive and enjoyable experience of school at Ardmore House in a safe and child centred environment
- are protected from abuse whilst participating in activities at Ardmore or off site with school staff

Ardmore House acknowledges that some children, including disabled children and young people or those from ethnic minority communities, can be particularly vulnerable to abuse and we accept the responsibility to take reasonable and appropriate steps to ensure their welfare.

As part of our safeguarding policy Ardmore will:

- promote and prioritise the safety and wellbeing of children and young people
- ensure everyone understands their roles and responsibilities in respect of safeguarding and is provided with appropriate learning opportunities to recognise, identify and respond to signs of abuse, neglect and other safeguarding concerns relating to children and young people
- ensure appropriate action is taken in the event of incidents/concerns of abuse and support provided to the individual/s who raise or disclose the concern
- ensure that confidential, detailed and accurate records of all safeguarding concerns are maintained and securely stored
- prevent the employment/deployment of unsuitable individuals
- ensure robust safeguarding arrangements and procedures are in operation.

The policy and procedures will be widely promoted and are mandatory for everyone involved in Ardmore House. Failure to comply with the policy and procedures will be addressed without delay and may ultimately result in dismissal/exclusion from the organisation.

## Monitoring

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The policy will be reviewed a year after development and then every three years, or in the following circumstances:

- changes in legislation and/or government guidance
- as required by the Education Authority
- as a result of any other significant change or event.

(Last reviewed Sept 2019)

Please note that if you would like the full version of our child protection policy you can download it from our website [www.ardmorehouse.org.uk](http://www.ardmorehouse.org.uk), or contact the school for a copy.

## Contacts

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School designated teacher-	Mrs. R. Spence
Deputy designated teacher-	Mr. S. Campbell
Designated Governor for CP-	Mr. A. Rodgers
EA Designated officers-	Mr. C. Boal
	Ms A. Casey

## School Contact Information

Ardmore House Special School  
95A Saul Street  
Downpatrick  
BT30 6NJ  
Tel. 02844614881

## Organisations, helplines and agencies.

NSPCC- 0800 800500

N.i. Childline- 02890 327773

Childline uk- 0800 1111

Children's law centre- 02890 245704

Youthline- 02890 456654

Barnardo's- 02890672366

Save the children- 02890431123

# How a parent can make a complaint

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If a parent has a potential child protection concern:

I have a concern about my/a child's safety




I can talk to the class/form teacher




If I am still concerned, I can talk to the Designated Teacher for child protection, Ruth Spence, the Deputy Designated Teacher, Stephen Campbell or the Principal, Barry Fettes



If I am still concerned, I can talk/write to the Designated Member of the Board of Governors, Mr Aaron Rodgers or the Chair of the Board of Governors, Norman Stewart, at the school number/address



If I am still concerned, I can contact the NI Public Services Ombudsman, 0800 343 424



At any time I can talk to the local Children's Services Gateway Team, 0300 1000 300, out of hours emergency social work services, 028 9504 9999 or the PSNI Central Referral Unit on 028 9025 9299