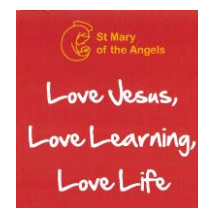


St Mary of the Angels Catholic Primary School

Procedure to protect vulnerable children 2025-26



Love Jesus
Love learning
Love life

*This policy builds on the previous policy from Autumn 2026.
To be reviewed: Autumn 2026*

1. At present we do not have pupils on roll who are 'Looked After Children' (LAC). We only have children who are 'previously looked after'. Therefore we have no PEPs currently ongoing. However, we still have a policy in place to ensure that the appropriate professionals are liaised with in order to protect the wellbeing of a Looked After Child. Our Designated Teacher for LAC is Helen Thorpe
2. School site safety is high priority for us. We recognise the potential risk that external threats can pose to our site security. That is why the school has many secure features.
3. The front entrance and various entrances to the school are operated by entry pads. Each class allows its own pupils in and then can be locked internally during the day. Windows are all high security, safe, with toughened glass. High fences around the perimeter, mostly covered in thick hedges mean that entry/exit over fences is very difficult – virtually impossible without a ladder.
4. The school is secured because the internal school gates are locked just after parents leave; and not opened again until just before home time.
5. The car park is 'one way', clearly signed, with marked bays and speed notices. The pedestrian exit is completely separate, with a fencing barrier to prevent pupils running straight out of school.
6. Other security features include a sophisticated intruder alarm; metal shuttered windows which can be lowered within 15 seconds; a fire alarm with automatic trigger to the fire station, on sounding; and internal telephones in various key rooms around the school (eg heads room, Foundation Stage, office, junior dept.)
7. We make courtesy calls to all unexplained absences every day. Early intervention ensures that pupil safety issues will always be addressed. Our Attendance policy and procedure has further details.
8. Where situations might occur, relating to children who are known to additional services and the school is aware of these, every effort is made to ensure procedures are followed, for example:-

- *A parent who is estranged from the other parent and does not have parental responsibility, the school will not allow the child to go with this parent unless otherwise informed.*
 - *Information from CAFCASS, Court Orders, etc are acted upon and relevant staff are aware.*
 - *The school will contact Social Services, via i-ART to ensure the correct decision are taken if at all unsure.*
9. At the end of each day all staff see their children out of the classroom to ensure that they are going home with their parents or designated person; Only children with written permission from parents/carers can leave the school independently. These children are all told to come back to school if their carer is not at their designated meeting points or there are other concerns, e.g. if no-one is at home.
 10. For any change in pattern of attendance or absenteeism, the Headteacher is immediately informed by class teachers/ admin staff.
 11. The School Nurse Team regularly visits the school to monitor vulnerable children and feedback from sessions are given to the Headteacher and/or SENDco, e.g. health assessments made in response to TAF actions.
 12. Every effort is made to ensure that children who are entitled to Free School Meals are receiving them. The school will contact the office on behalf of parents, and this has been advertised. Parents are reminded to renew their entitlement on a regular basis because we are in communication with the office and are aware of entitlements ending.
 13. **We have a designated School Learning Mentor who is also a qualified ELSA-trained staff member. The LM has completed Level 3 Safeguarding training liaises with the SENDco and SLT.** The team have lots of resources to support children who are in need. The team intervenes early where children's personal needs are identified; staff inform the team when they have any kind of concern; and this prevents many further problems.
 14. We operate within the CWAC 'Our Way of Working' systems. We contribute to and lead on TAFs (Team Around the Family) as well as working alongside other professional across the full continuum of need, including CIN, CP etc. We are a Trauma Informed school.
 15. **We keep a confidential Continuum of Need register in school that documents the provision of support in place for children identified as being vulnerable or those who have additional needs. This is reviewed fortnightly by the Safeguarding team.**
 16. This policy is fluid and will be reviewed annually, alongside the Safeguarding Policy.