

## Guidelines and Procedures

In all their contact with Children, staff in Holy Trinity Pre-School follow the guidelines and procedures described in the DENI publication 'Pastoral Care in Schools—Child Protection' 99/10.

We believe that:

- Children should be taken seriously
- In any incident the child's welfare must always be paramount.
- A proper balance must be struck between protecting children and respecting the needs of parents and families
- The needs of children must always come first
- Children with disabilities are children first and have equal rights to protection. However they may have particular needs that require specialist attention.



### Summary for Parents/Guardians

Disclosure/Concerns regarding abuse or neglect



Designated leader for child protection informed



Site 1 Miss L Keaveney/Hannah Murphy

Plan of action agreed

Referral decision taken



No Referral

Parents informed  
of school concerns

(parents informed by Pre-school or Social Services)



Referral

Social Services &  
WELB informed



Pre-School will continue to monitor pupils as appropriate

*This is a summary of the many aspects of Pastoral Care in Holy Trinity Pre-School. Detailed copies of the Pastoral Care and any other policies mentioned are available from the Pre-school / School website.*



Holy Trinity Pre-School

Pastoral Care

Child Protection

Information for

Parents

**An Inclusive Learning  
Community Striving to meet the  
needs of all**

General Principles for  
Promoting  
Pastoral Care in Holy Trinity PS

Holy Trinity Pre-School is committed to providing a safe, caring, challenging and stable environment for all our pupils.

We achieve this through a team approach involving parents, staff, therapists and other relevant professionals.

Central to all our plans, policies and procedures is the welfare of each Child and as each one progresses through the educational and pastoral experience within our school, we seek to ensure that he/she will have the basic right to be safe from harm, with proper care given to his/her well-being by those persons who care for/work with them. Thus the young persons' welfare must always be paramount and all needs taken into consideration.

### Staff aims

In promoting Pastoral Care the aims of the staff in Holy Trinity Pre- School are to develop all Children's

- ◆ Self esteem
- ◆ Confidence
- ◆ Assertiveness
- ◆ Communication Skills
- ◆ Sense of responsibility
- ◆ Respect for themselves and others
- ◆ Awareness of personal safety
- ◆ Experience of success



To support these aims in the Pre-school has developed detailed Pastoral Care, Discipline and Child protection policies to which all staff are committed and which are regularly reviewed and updated.

### Child Protection

Our Child Protection Policy is designed to protect all Children by ensuring among other things, that all staff are well informed about and have received training in child protection issues, are aware of their duty of care and their responsibility to report any concerns re Child Protection issues to the Designated Leaders—

Miss L Keaveney



***It should be noted that information given to members of staff about possible child abuse cannot be held "in confidence". In the interests of the child, which are always paramount, staff may need to share this information with other professionals. However, only those who need to know will be told.***