

# **CHILD PROTECTION PROCEDURE – MODHAN-OBACH DO DHÌON CHLOINNE**

*Lean na ceumannan seo ma nochdas dragh mu dheidhinn Dìon Chloinne aig Àrd-sgoil Sheumas Ghilleasbuig*

Please follow the following Child Protection Procedure whilst at James Gillespie's High School

## **Pupil-Led Disclosure**

A learner comes to talk to you/messages you

Makes it as easy as possible to talk/message

Take time and space to listen

Do not attempt to gather evidence or proof  
If comfortable, ask "wh" questions but do not ask leading questions.

Be honest about what you are required to do to ensure the learner gets the help that they need.

Be explicit that you are required to pass the information on to the right people.

Take the learner seriously and reassure them.

Remain neutral and try not to express shock or anger at what is being disclosed to you - just record and report.

Complete a Wellbeing Concern Form and give it as soon as practically possible to the Child Protection Coordinator.

Record facts as fully as possible and use the learner's own words and phrases.

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*Please use the following Child Protection Procedure whilst at James Gillespie's High School*

The Child Protection Coordinator at JGHS is:

**Mr Ian Porter – Depute Head Teacher**

The Child Protection Coordinator at the Darroch Campus is:

**Mrs Donna MacIver – Depute Head Teacher**

Wellbeing Concern Forms are stored:

- **Darroch & Warrender Park Road Campus Main Office**

Electronic forms are available also via Staff Zone.

## **Teacher / Adult Concern for Young Person**

You see physical symptoms or signs

You suspect there is something wrong at home or school.

You have concerns about behaviour changes.

Complete a Wellbeing Concern Form as fully as possible ensuring you note all facts clearly.

Pass to the Child Protection Coordinator or Designated Member of Staff.

Discuss with the Child Protection Coordinator or Designated Member of Staff.

Ask for and expect feedback.