



Child Protection Procedures
Parkhill Secondary School
25-26

CHILD PROTECTION POLICY & PROCEDURES

PARKHILL SECONDARY SCHOOL

August 2025

It is practice in Parkhill Secondary School that all staff follow rigorously ***Glasgow City Council policy and procedures on Child Protection as per MC57***. The Child Protection Co-ordinator (Anne Maclean Head Teacher (Acting)) delivers in service training annually as required by the authority and at other opportunities during In Service training days throughout the year. It is the responsibility of the child protection co-ordinator in agreement with the Head Teacher to implement MC57 in cases where a young persons wellbeing and/or safety may be at risk. The CP co-ordinator attends all relevant CP training events including the 2 area co-ordinators meetings held per year.

A Child Protection folder is kept on the all staff (O drive) with all recent and relevant information in relation to Child Protection. A copy of MC57 is also kept in this folder.

Staff must alert the CP co-ordinator immediately if they have any concerns regarding the safety of a pupil.

In the absence of the Child Protection Co-ordinator all concerns should be addressed to Brian Leonard Depute Head (Acting)

To Access MC57 appendices 1-3

- Visit www.goglasgow.org.uk
- Click Child Welfare@Safety heading
- Click Key Policies and Guidelines in dropdown menu
- Click MC57 Appendices on right hand side

Staff are updated as required and on a need to know basis of any issues of a child protection nature affecting a pupil in school.

Staff are issued termly with a Pupil Support Newsletter which indicates any change in status or circumstances for pupils in Parkhill.

Advice for staff

Grounds for concern can arise from a wide range of circumstances and will generally be covered by the following-

- A disclosure by a child that abuse has taken place or that the child feels unsafe
- A third party or anonymous allegation is received
- A child's appearance, behaviour, play, drawing or comments may cause suspicion of abuse
- If you don't share your concerns a child may be harmed.

Write down the details of the discussion immediately or as soon after the information has been shared.

Action for Staff

- Immediately report any grounds for concern to the head of establishment or the CP co-ordinator.
- Complete Appendix 3 and submit to Head teacher or CP co-ordinator.
- Do not keep the information secret.
- Do not discuss the information with others.
- Follow the guidance given by head of establishment /CP co-ordinator once you have reported the concern

Supporting the child

- Listen and observe
- Treat the allegation in a serious manner
- Reassure the child that he/she is right to tell
- Affirm the child's feelings, as expressed by the child
- Do not give a guarantee of confidentiality
- Do not ask leading questions
- Seek clarification using open ended questions
- Do not interrogate the child
- Do not show disbelief
- Do not introduce personal/third party experience of abuse
- Avoid displaying strong emotions.

B Leonard

Head Teacher

Aug 2025

