



# The William Henry Smith Specialist College

## Care Policy

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### Policy Details

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Status:	In-house
Frequency of review:	Annually
Lead member of staff:	Leanne Clarke
Last reviewed:	Autumn 2023
Next Review Date:	Autumn 2024
Policy Number:	CC1

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### 1.0 Rationale

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Care practice is based on the principle that children attending this school should do so with dignity, respect, autonomy and individuality. To this end staff are charged with the responsibility of ensuring the promotion of a warm, caring and positive ethos and environment which fosters and develops good personal relationships and which meets children's needs for security, reassurance of personal worth, stimulation and

affection. That is to say an environment which promotes the health, happiness and proper physical, intellectual, emotional, social, spiritual, moral and behavioural development of children, as well, of course, as protecting them against the risk of suffering significant harm or neglect. The school supports the values and principles laid down in the UN Convention of the Rights of a Child (article 12), which includes the right of children to give their opinion and for adults to listen and take it seriously, and, of the National Standards for the Provision of Children's Advocacy Services, which focuses upon the importance of listening to children, confidentiality and robust complaints procedures; other policies refer more specifically to these areas.

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## 2.0 Aim

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To ensure as far as practicable that the principles inherent in the rationale of the policy are nurtured and developed to the fullest possible extent in pursuit of the school's overall aims and objectives. Children should expect to be healthy and safe. They should have endless opportunities to enjoy and achieve, be encouraged to make a positive contribution and be provided with experiences and knowledge to equip them with the skills necessary to achieve economic well-being both within school and within the local community.

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## 3.0 Management

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- 3.1. The school will ensure that appropriate and sufficient staff are engaged and employed in such a way that all of the tasks and responsibilities necessary to meet children's needs and look after them properly are undertaken to a high standard.
  - 3.2 The school will carry out thorough checks on the suitability of staff to carry out the responsibilities they are employed to undertake, prior to appointment.
  - 3.3 The school will ensure that staff understand the principles and procedures for the care of children.
  - 3.4 The school will provide new staff with a planned induction course in relation to 1.3 above.
  - 3.5 The school will ensure that staff are adequately supervised in respect of their duties and responsibilities in relation to the care of children.
  - 3.6 The school will ensure that the training needs of staff in relation to the care of children are identified and met.
  - 3.7 The school will demonstrate 'accountability' for the welfare of children through appropriate systems of record keeping that ensure relevant information about the welfare and development of individual children is recorded in sufficient clarity and detail to inform decisions about children's care and to serve as a record of action taken by staff.
  - 3.8 The school, in consultation with the Local Safeguarding Children's Board will implement and maintain a set of procedures for dealing with allegations of abuse of children.
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## 4.0 Standards of accommodation

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- 4.1 The school will maintain a standard of accommodation for children that will allow them to live a full life in the school community. It will be pleasant, comfortable and safe and geared to meeting children's needs.

- 4.2. To this end children will be provided with:
- i Bedrooms - which are sufficiently spacious, and appropriately furnished, ventilated and lit;
  - ii 'Social' living accommodation/rooms, of sufficient number and size, which are properly furnished and allow for a wide range of appropriate activities;
  - iii Sanitary facilities, of sufficient number and size, which are 'healthy' and 'safe'.
- 4.3 All accommodation will be maintained to a good standard of decoration.
- 4.4 All accommodation will be maintained to a good standard of cleanliness.
- 4.5 All accommodation will be heated to a comfortable temperature.
- 4.6 All accommodation will meet with statutory 'health and safety' requirements.

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## 5.0 Health and hygiene

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- 5.0 The health care of children living away from their parents requires particular vigilance and the school accepts that it has a general and continuing duty to supervise and care for the health of children. She will be assisted by our OH Nurse and Health Assistant.
- 5.1 The school employs a School Nurse. The School Nurse will advise on all matters affecting the health and well-being of children.
- 5.2 The school, in conjunction with the School Nurse, staff will actively encourage children to follow a healthy life- style.
- 5.3 The school will ensure that an acceptable level of hygiene is maintained throughout.
- 5.4 All children will be registered with a Local GP to their geographical address and arrangements will be made for periodic medical, dental and optical inspections and for any treatment as necessary through the School Nurse liaising with parents/carers.
- 5.5 The school will develop a system of notification of serious incidents, these include accidents, serious illnesses, infectious diseases and other instances of serious harm to parents, carers and appropriate agencies.
- 5.6 The school will comply with the Education (School Premises) Regulations 1981, as amended, in respect of medical accommodation and personal space, as well as the safety protection of children.
- 5.7 Whilst professional records will be the responsibility of the GP, paediatric services and any other medical professionals involved, the school will keep sufficient information to ensure that children's health care needs are met effectively. The school will make suitable arrangements to maintain the confidentiality of these records.

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## 6.0 Meals and refreshment

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The school will provide children with a diet that is balanced and nutritious and such as will ensure their normal healthy physical development. Children will be given choices and encouraged to try new foods. Individual dietary needs will be catered for.

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## 7.0 Fire safety

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- 7.1 The school will ensure that all staff and children are aware of fire procedures.
  - 7.2 There will be regular fire drills and fire alarm tests.
  - 7.3 Any advice given by a fire officer as a result of a fire prevention inspection will be taken up immediately.
  - 7.4 Staff will be provided with appropriate 'fire training'.
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## 8.0 Religious and cultural ethos

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- 8.1 Staff will be sensitive to the religious, cultural, racial and linguistic background of its children.
  - 8.2 The social, moral, spiritual and cultural development of all children will be taught as part of their overall 24 hour education with additional guidance from the school's Cultural Ambassador.
  - 8.3 The school will provide religious education in accord with the requirements of the law and its SMSC policy.
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## 9.0 Child contact with parents, carers, relations and visitors

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- 9.1 The school will provide facilities to ensure that children can maintain contact with parents, carers, relatives and friends.
  - 9.2 The school recognises a child's right to privacy when visited by his parents/carers and will provide appropriate facilities for this.
  - 9.3 Children' 'mail' will be treated in accord with school policy, guidance and respect for privacy and confidentiality will always be considered; this ensures that children are kept safe
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## 10.0 Personal relations and standards of behaviour

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- 10.1 A high standard of behaviour will be based on good personal and professional relationships and set in the total context of school life.

- 10.2 The maintenance of good discipline is of paramount importance for the growth, welfare and development of children, particularly in an environment where they have to grow and co-exist with peers who exhibit varieties of behaviour. Success in promoting a relaxed and well-disciplined atmosphere is held to be dependent upon the complex interaction of a wide range of factors which are rooted in the overall philosophy and ethos of the school. These include:
- i the quality of relationships between staff and children;
  - ii the quality of relationships between fellow children;
  - iii sufficiency of staffing;
  - iv the nature and quality of the environment;
  - v the level of responsibility and participation in decision making offered to children;
  - vi the organisation of children's 'time';
  - vii the composition of the school population.
- 10.3 The school will promote a clear policy on the standards of behaviour expected of children, how they will be maintained and how unacceptable behaviour will be addressed.
- 10.4 In respect of 8.4 above staff are encouraged to use the school's guidance on good practice, as well as accessing training and on-going support through supervision, peer to peer and formal performance development.

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## 11.0 Complaints procedure

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The school has clear and accessible avenues for children to alert an appropriate adult to situations which are causing them distress.

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## 12.0 Child protection/safeguarding procedures

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- 12.1 The school, in conjunction with local services, (Children and Young People's Care Services and the Local Safeguarding Children's Board) develops and implements appropriate procedures for dealing with allegations of abuse of children by members of staff, other children, or any other person, either within the school or elsewhere. These procedures will take cognizance of the 'Working Together to Safeguard Children' (2018), Revised Safeguarding Statutory Guidance 2 'Framework for the Assessment of Children in Need and their Families' (2000), 'What to do if you are worried a child is being abused' (2015) and 'Keeping Children Safe in Education' (Sept 2021).
- 12.2 Staff will be given training and guidance in relation to recognising the signs which may indicate a child is possibly suffering abuse.

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## 13.0 Therapeutic intervention

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The school is resourced with skilled staff who provide children with the specific care and attention that they require to meet their individual needs.

Children who need the support of other specific approaches can access consultation and therapy from a range of sources including Educational Psychology, Speech and Language Therapy, Counselling, Psychotherapy, Art Therapy, Music Therapy, Drama Therapy and Play Therapy.

The Communication Team provides support and intervention in respect of Speech and Language and sensory integration, providing communication and sensory profiles designed to assist with adaptations to learning environments.