



ADVICE FOR AGENCIES
REPRESENTED ON THE
NORTHERN AREA CHILD
PROTECTION COMMITTEE

CHILD PROTECTION
INDUCTION FOR STAFF

Everyone who has contact directly or indirectly with children has a responsibility to promote their health and well-being and protect them from harm of all kinds.

Children trust and depend on adults to safeguard them from harm, and those working with children and families have a responsibility to report any concerns about a child's behaviour or concerns that abuse may have occurred.

WHAT AGENCIES CAN DO

Induction Programmes for staff should provide Child Protection information at 3 levels:

Level 1 For staff who during the course of their work may have some contact with children.

Level 2 For staff whose work brings them into regular contact with children;

Level 3 For staff whose main area of work is directly with children and families;

Level 1

Induction content for staff, who, during the course of their work may have some contact with children.

- Line Managers should ensure that each staff member receives a copy of the staff information leaflet, “**Child Protection - Everyone’s Responsibility**”.

This information leaflet should be read in conjunction with individual agency protocols for protecting children from harm.

Level 2

For staff whose work brings them into regular contact with children.

- Line Managers should ensure that staff have access to **Northern Area Child Protection Committee inter-agency Child Protection Procedures**. Each staff member should know where the procedural handbooks are kept.
- Line Managers should discuss NACPC multi-disciplinary training programme.
- Line Managers should ensure that staff know their Designated Officer¹ for child protection and how to make a referral as set out in the NACPC interagency child protection procedures.

¹ Designated Officer for Child Protection has a specific responsibility for prevention, reporting and monitoring child protection issues.

- Line Managers should initially nominate staff to Foundation Child Protection training, “Recognising and Responding to Child Abuse and Neglect”.
- Staff should receive a copy of the staff information leaflet, “**Child Protection - Everyone’s Responsibility**”.

Level 3

For staff whose main area of work is directly with children and families.

- Each staff member should have his/her own copy of **NACPC InterAgency Child Protection Procedures**.
- Line Managers should ensure that staff are aware of the NACPC multi-disciplinary training programme.
- Line Managers should nominate staff to Foundation Child Protection training, “**Recognising and Responding to Child Abuse and Neglect**”.

- Line Managers should ensure that each staff member knows who is his/her Designated Officer for child protection and how to make a referral as set out in the NACPC inter-agency child protection procedures.
- Each staff member should receive a copy of the staff information leaflet, **“Child Protection - Everyone’s Responsibility”**.

Further information and advice may be obtained by contacting:

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