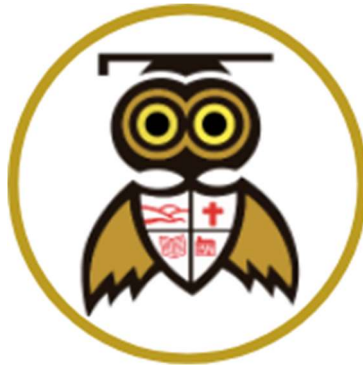




Orston Primary CPOMS Policy

What is CPOMS?

CPOMS (Child Protection Online Monitoring System) is the market leading software application for monitoring child protection, safeguarding and a whole range of pastoral and welfare issues. Working alongside a school's existing safeguarding processes, **CPOMS** is an intuitive system to help with the management and recording of child protection, behavioural issues, bullying, special educational needs, domestic issues and much more.

At Orston we have three administrators (Designated Safeguarding Lead and other SLT members), with the DSL being the prime administrator. These staff members use of the CPOMS Authenticator App to access the system.

All staff, have access to the system to record incidents. Incidents are recorded in a succinct manner with factual information. People whom record incidents will check the entry for correct grammar and spelling.

Body maps are available but, these must only be used for any suspected child protection marks and not first aid incidents.

If any interaction between outside agencies and parents occur, or if we have any concerns about a child, we can log these on the system. Staff share situations and interactions so a picture can be built up and key staff members can action, or send actions to other staff, so a trail of actions is recorded.

Information is shared, as need requires. Each incident is different and ALL information is shared within the strictest confidence and no information shared with any outside agencies unless it is within the best interests of the family or a matter of child protection. All information of a sensitive nature is shared in an abridged form and this then allows the adults to be understanding and supportive to a child/family without knowing specifics.

The new UK Data Protection Act 2018 will sit alongside the General Data Protection Regulation (GDPR). The Bill has, since early drafts, contained a new category of "child abuse data" which was defined as "*personal data consisting of information as to whether the data subject is or has been the*

subject of, or may be at risk of, child abuse". We will of course amend any practices to reflect this amendment when it is published.

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