



Dear Parent/Carer,

Re: ChildLine Schools Service

I am pleased to be writing to tell you about the ChildLine Schools Service. This is a nationwide service for every child in the UK in Years 5 /6 (in England & Wales) and Primary 6/7 (in Scotland & Northern Ireland).

Their visit to our school will consist of a 30 minute assembly and, a week or so later, a 60 minute classroom based workshop. It has been specifically designed for primary school age children and all deliveries are provided in a sensitive and child-friendly way. The assembly and workshop(s) are given by ChildLine staff or trained ChildLine volunteers and pupils will be supported by school staff throughout.

The ChildLine Schools Service aims to encourage the children to identify with their right to be **happy and safe**. To encourage the understanding that **any problem** or worry that they may have is legitimate, and to share their worries – big or small – with their **trusted adult**; at home, at school, or with ChildLine.

The ChildLine Schools Service aims to give children:

- An understanding of different forms of abuse, including bullying, and an ability to recognise the signs of harm or abuse
- Knowledge of how to protect themselves from all forms of abuse
- An awareness of how to get help and sources of help, including ChildLine.

The ChildLine Schools Service has shared with us the content of the assembly and workshop. We are confident that they are appropriate for our pupils, and reassured by the gentle approach taken.

Following each delivery The ChildLine Schools Service requests online feedback from school staff and pupils. Children will be asked to give their feedback, using a multiple-choice questionnaire, with school staff present. Parents/Carers are also invited to provide feedback following the visit by following this link:
<http://www.snapsurveys.com/swh/surveylogin.asp?k=132637150531>

Previous feedback is provided here to offer some insight into how the service has been received in other schools:

“I learnt that I should speak up! I shouldn't keep all my problems to myself – tell a trusted adult! And that if I need to I can talk to ChildLine about anything.” (Y6 pupil)

“It has been a pleasure to hear from the class teachers how much they valued the sessions and felt the quality and age appropriateness of the contents was just right. It is also very positive for our children to hear similar messages about talking to trusted adults from outside agencies. Thank you” (Family Liaison Officer)

“My daughter comes from a background that has not witnessed any form of abuse other than on the media, which is not always reliable, so for her to learn alongside her peers with a trusted organisation means she gets the real facts!” (Parent)

We are delighted to be able to offer this valuable service to our pupils, from the safe, familiar and supportive environment of their primary school.

Please note the “Frequently Asked Questions” on the reverse of this letter.

If I DO NOT hear from you I will assume you are happy for your child(ren) to participate.

Yours sincerely,

Headteacher

Questions & Answers for Parents/Carers

Why is the ChildLine Schools Service doing this work?

Research has shown that the majority of children who contact ChildLine for information, help and support are over 11 years old. As a result, the ChildLine Schools Service wants to reach out to younger children.

Who will deliver the programme to children?

ChildLine Schools Service staff and/or trained volunteers from the NSPCC. They will hold a CRB/DBS Enhanced Disclosure (England and Wales), Access NI (Northern Ireland) or a Protection of Vulnerable Groups Scheme Disclosure (Scotland). The school will know who the volunteers are before they come into school.

Will school staff be there during the programme?

School staff will be with the children throughout, so they are familiar with the key messages, can work with the children afterwards and continue to talk about these messages.

My child has special needs. How will you cater for them?

We want to ensure that all children in the year group are included in the programme. Before the programme we will talk to the school about pupils' individual needs and we will consider any advice provided by the school so that your child can be included.

What if my child is particularly sensitive to the subjects discussed in the programme?

We recognise that some children may be more sensitive to the subjects discussed than others. The ChildLine staff and volunteers will be able to respond sensitively and appropriately to any issues that may arise during the programme. If you think it is helpful, please speak to your child's teacher about the programme.

Is there any information to help me discuss keeping safe with my child?

The NSPCC has produced guidance on the Underwear Rule to help parents and carers have simple conversations to help keep their children safe from sexual abuse – visit www.nspcc.org.uk/underwear for more information. For advice or to request a hard copy of the guide for parents and carers, please phone 0808 800 5000. You can also visit www.nspcc.org.uk/parents for other advice on keeping your child safe.

Will the ChildLine Schools Service/NSPCC keep information about my child?

We will **not** routinely keep records about individual children. We will need to keep information such as names of the staff we spoke to and the number of pupils involved. Where, as a result of our involvement with a school, a child protection concern arises about a child, we will keep records relating to the child protection concern on an NSPCC database. If this happens, the school will, of course, let you know.

Can I see information that the ChildLine Schools Service/NSPCC holds about my child?

Under the Data Protection Act 1998, everyone has the right to see personal information that an organisation holds about them, subject to certain exemptions. You can request access to your child's personal information; this is subject to certain exemptions. If you want to request access to information held by the ChildLine Schools Service, please put your request in writing to the ChildLine Schools Service, NSPCC Data Protection Manager, Legal Department, Weston House, 42 Curtain Road, London EC2A 3NH.

What should I do if I, or another adult, have concerns about the safety or wellbeing of a child?

We would urge you to seek advice or take action without delay. You can do this by contacting your local social services department, police or alternatively you can contact the NSPCC Helpline on 0808 800 5000, by email at help@nspcc.org.uk or via our online reporting service at www.nspcc.org.uk. The NSPCC Helpline operates 24 hours a day, seven days a week, 365 days a year and can offer you important advice, guidance and support or take action on your behalf. People contacting the NSPCC Helpline can remain anonymous.

What should I do if I want to make a complaint?

The NSPCC has a complaints procedure. The school has copies of our *How to make Yourself Heard* leaflet that explains what you should do if you want to make a complaint or comment. Please let the school know if you would like a copy of this.

I am interested in volunteering for the ChildLine Schools Service. How do I apply?

We welcome volunteer applications from parents and carers. You can find out more about the role and apply online by going to www.nspcc.org.uk/schoolsservice

Is there any information to help me discuss keeping safe with my child?

The NSPCC has a wealth of resources for parents and carers to help keep their children safe from abuse. The Underwear Rule, for example, contains guidance on having simple conversations with children to keep them safe from sexual abuse. More information and downloadable guides (in a variety of languages) are available at www.nspcc.org.uk/underwear. There is also comprehensive guidance for parents and carers about how to help keep their children safe online, including a tool which gives information about the top social networking sites. This can be found at www.nspcc.org.uk/shareaware

