



# YSGOL GYMRAEG PONTARDAWE

## POLISI DIOGELU

Llofnodwyd gan Gadeirydd y  
Llywodraethwyr

A handwritten signature in black ink, appearing to read 'Ray Hamon', written in a cursive style.

Dyddiad cymeradwyo:  
(gan y corff llywodraethu llawn)

15/10/18

Dyddiad adolygu:

Medi 2019

*Datblygu pob dawn  
Ar daith drwy'r iaith*

## CYFLWYNIAD

Mae Corff Llywodraethu Ysgol YGG Pontardawe yn cydnabod, er mwyn cefnogi datblygiad cyflawn pob plentyn, fod ganddynt ddyletswydd i sicrhau bod pob plentyn yn:-

- aros yn ddiogel;
- iach;
- gallu mwynhau a chyflawni;
- cyflawni lles economaidd;
- gwneud cyfraniad cadarnhaol.

### DATGANIAD DIOGELU

Mae llywodraethwyr a staff YGG Pontardawe yn gwbl ymroddedig i lynu wrth adran 175 Deddf Addysg 2002 sy'n gofyn bod trefniadau ar waith gan Awdurdodau Lleol a Chyrff Llywodraethu ysgolion a sefydliadau a gynhelir er mwyn iddynt arfer eu swyddogaethau o ran diogelu a hyrwyddo lles plant. Mae'r Corff Llywodraethu YGG Pontardawe yn ymateb i amcan cadw plant a phobl ifanc yn ddiogel drwy:-

- greu a chynnal amgylchedd dysgu diogel i blant a phobl ifanc;
- nodi lle ceir pryderon lles plant a chymryd camau gweithredu priodol i fynd i'r afael â hwy, lle y bo'n briodol, mewn partneriaeth ag asiantaethau eraill;
- sicrhau y gwrandewir ar blant os ydynt yn mynegi pryderon; a
- datblygu dealltwriaeth, ymwybyddiaeth a gwydnwch plant drwy'r cwricwlwm.

Mae'r Corff Llywodraethu'n cydnabod, er mwyn cyflawni'r amcan, fod angen system wedi'u dylunio i:-

- atal pobl anaddas rhag gweithio gyda phlant a phobl ifanc;
- hybu arfer diogel a herio arfer gwael ac anniogel;
- nodi digwyddiadau lle mae sail i bryderu am les plentyn, a dechrau neu gymryd camau gweithredu priodol i'w gadw'n ddiogel; a
- chyfrannu at y gwaith partneriaeth effeithiol rhwng yr holl rai sy'n ymwneud â darparu gwasanaethau i blant a phobl ifanc.

Bydd llywodraethwyr a staff yr ysgol yn gweithio gyda'i gilydd ag asiantaethau eraill i gyflawni'r amcan uchod.

Yn YGG Pontardawe, mae iechyd a diogelwch yr holl blant o'r pwys pennaf. Mae rhieni'n anfon eu plant i'r ysgol bob dydd gan ddisgwyl y bydd yr ysgol yn darparu amgylchedd diogel lle gall y plant ffynnu. Mae'r Corff Llywodraethu a staff yr ysgol felly'n gwneud pob ymdrech i sicrhau y gwireddir y disgwyliad hwn. Er mwyn gwneud hyn, mae amrywiaeth eang o fesurau a pholisïau wedi'u rhoi ar waith.

Mae'r polisi diogelu hwn yn cyfeirio at yr agweddau canlynol sy'n cefnogi diogelu a hyrwyddo lles disgyblion:-

- Amddiffyn Plant;
- Cam-drin gan blant a phobl ifanc, gan gynnwys cam-drin rhywiol (ymddygiad sy'n niweidiol yn rhywiol)
- Plant sy'n ceisio lloches
- Disgyblion du a lleiafrifoedd ethnig
- Bwlio
- Delweddau cam-drin plant a'r rhyngrwyd
- Cam-drin plant sy'n gysylltiedig â'r gred mewn dewiniaeth a chredoau ysbrydol eraill
- Esgeuluso plant
- Plant a phobl ifanc yn y System Cyfiawnder Ieuencid
- Plant sy'n byw oddi cartref neu mewn llety dros dro
- Camfanteisio'n rhywiol ar blant
- Plant a allai fod wedi cael eu masnachu
- Plant sy'n colli addysg
- Plant sy'n rhedeg i ffwrdd/ar goll
- Plant anabl
- E-ddiogelwch
- Salwch ffug neu wedi'i achosi gan eraill
- Llurgunio organau rhywiol merched
- Priodas dan orfod a thrais ar sail anrhydedd
- Gofal maeth gan gynnwys maethu preifat
- Profiadau cyfnewid tramor a drefnir gan ysgolion
- Profiadau cyfnewid tramor a drefnir gan rieni a gofalwyr
- Trais ar sail rhywedd, cam-drin yn y cartref a thrais rhywiol
- Cyswllt corfforol â myfyrwyr, gan gynnwys ataliaeth
- Radicaleiddio

- Pobl ifanc sy'n weithredol yn rhywiol
- Camddefnyddio sylweddau
- Hunanladdiad
- Cam-drin partner agos ymhlith ardegwyr
- Iechyd a Diogelwch;
- Cyfle Cyfartal;
- Aflonyddu a gwahaniaethu;
- Cam-drin hiliol;
- Cam-drin cyffuriau a sylweddau;
- Cymorth Cyntaf;
- Disgyblion â chyflyrau meddygol;
- Addysg rhyw a pherthnasoedd;
- Diogelu yn y cwricwlwm;
- Lles disgyblion ar leoliadau galwedigaethol estynedig;
- Materion sy'n benodol i ardal leol;
- Mesurau diogelwch ar y safle;
- Presenoldeb;
- Recriwtio Diogel;
- Sefydlu;
- Croesawu ymwelwyr;
- Ymddygiad a disgyblaeth;
- Tynnu lluniau a fideos;
- Datgelu camarfer;
- Cyfathrebu â rhieni a dysgwyr;
- Gweithgareddau y tu hwnt i'r diwrnod ysgol; a
- Chwynion.

## CYSYLLTIADAU

**Yr Athro Dynodedig ar gyfer Diogelu/Amddiffyn Plant yn yr ysgol yw: Mr Ceri Emanuel**

**Y Dirprwy Athro Dynodedig ar gyfer Diogelu/Amddiffyn Plant yn yr ysgol yw: Mrs Elin Wakeham**

**Y Llywodraethwr Dynodedig ar gyfer Diogelu/Amddiffyn Plant yn yr ysgol yw: Mr Ray Hanson**

## 1. Amddiffyn Plant

Atodir Polisi Amddiffyn Plant yr ysgol ynghyd ag **ATODIAD** sy'n darparu manylion diffiniadau o gam-drin plant a gweithdrefnau ar gyfer mynd i'r afael â materion amddiffyn plant â'r Polisi Diogelu hwn.

## 2. Cam-drin gan blant a phobl ifanc, gan gynnwys cam-drin rhywiol(ymddygiad sy'n niweidiol yn rhywiol)

### Dyletswyddau ac arweiniad

Mae Pennod 9 [Diogelu Plant: Gweithio gyda'n Gilydd o dan Ddeddf Plant 2004](#) yn darparu arweiniad amlasiantaeth ar gam-drin gan blant a phobl ifanc. Mae Pennod 4.9 [Gweithdrefnau Amddiffyn Plant Cymru Gyfan](#) yn ymwneud â phlant sy'n arddangos ymddygiad sy'n niweidiol yn rhywiol.

## 3. Plant sy'n ceisio lloches

### Dyletswyddau ac arweiniad

Mae Cyngor Ffoaduriaid Cymru, Alltudion ar Waith a Phlant yng Nghymru wedi datblygu [Pecyn Adnoddau i Athrawon ar y cyd er mwyn gweithio gyda phlant sy'n geiswyr lloches ac yn ffoaduriaid](#).

Mae pennod 4.10 [Gweithdrefnau Amddiffyn Plant Cymru Gyfan](#) yn ymwneud â phlant digwmni sy'n ceisio lloches ynghyd ag Arweiniad Arfer Cymru Gyfan ar [Ddiogelu a Hyrwyddo Lles Plant a Phobl Ifanc Ddigwmni sy'n Ceisio Lloches](#).

Mae Pennod 9 [Diogelu Plant: Gweithio gyda'n Gilydd o dan Ddeddf Plant 2004](#)

[2004](#) yn darparu arweiniad amlasiantaeth ar blant a phobl ifanc ddigwmni sy'n ceisio lloches.

## 4. Disgyblion du a lleiafrifoedd ethnig

### Dyletswyddau ac arweiniad

Yn 2011, cyhoeddodd Llywodraeth Cymru ganllawiau ar [fwlio oherwydd hil, crefydd a diwylliant](#).

Mae [Deddf Cydraddoldeb 2010](#) yn cyfnerthu cyfraith bresennol yn un fframwaith cyfreithiol. Er bod rhai o gysyniadau gwahaniaethu'n aros yr un peth â'r hyn a geir mewn deddfwriaeth cydraddoldeb flaenorol, mae rhai meysydd na chawsant eu cynnwys o'r blaen. Mae amrywiol fathau o wahaniaethu sy'n berthnasol i ddarpariaethau [ysgolion yn y Ddeddf](#). Yn 2012, cyhoeddodd BAWSO<sup>3</sup> ['Amddiffyn Plant Lleiafrifoedd Ethnig a Du: Ymchwiliad i Ymyriadau Amddiffyn Plant'](#). Roedd yr astudiaeth hon hefyd yn edrych ar nifer y plant yr oedd BAWSO wedi gweithio gyda hwy a oedd wedi bod ar y gofrestr amddiffyn plant rhwng 2006 a 2011, i archwilio mater diogelu plant o gefndiroedd lleiafrifoedd ethnig a du.

## 5. Bwlio

### Dyletswyddau ac arweiniad

Mae canllawiau Llywodraeth Cymru '[Parchu Eraill: Canllawiau Gwrth-fwlio \(24/2003\)](#)' yn darparu gwybodaeth am fynd i'r afael â bwlio mewn ysgolion a'r camau i'w cymryd i gefnogi plant a phobl ifanc sy'n adrodd am fwlio y tu allan i'r ysgol. Mae'n [cynnig](#) arweiniad ar:

- fwlio oherwydd hil, crefydd a diwylliant
- bwlio sy'n ymwneud â phlant ag anghenion addysgol arbennig ac anableddau
- bwlio homoffobig
- bwlio rhywiaethol, rhywiol a thrawsffobig
- seiberfwlio - oherwydd datblygiadau mewn technolegau cyfathrebu a mynediad iddynt gan blant a phobl ifanc mae ysgolion wedi gorfod bod yn wylidwrus ac yn flaengar o ran dod o hyd i atebion i'w camddefnyddio.

[Lansiwyd 'Mynd i'r Afael â Throseddau a Digwyddiadau Casineb: Fframwaith Gweithredu'](#) gan Lywodraeth Cymru ym mis Mai 2014. Mae Llywodraeth Cymru wedi ariannullinell [gymorth](#) drwy MEIC Cymru a [Chanolfan Genedlaethol Gymorth ac Adrodd am Droseddau Casineb](#) drwy Gymorth i Ddiodefwyr Cymru.

## 6. Delweddau o gam-drin plant a'r rhyngrwyd

Nid yw cyrchu delweddau o gam-drin plant yn weithred 'heb ddiodefwyr'. Mae'r rhai sy'n cyrchu delweddau amhriodol o blant yn cyfrannu at barhad camdriniaeth y plant hynny, ac yn ei annog. Mae'r plant hynny'n ddiodefwyr cam-drin difrifol, a dylai'r camdrinwyr, boed y rheiny'n bobl sy'n cyflawni'r cam-drin cychwynnol neu'n rhai sy'n cyrchu'r delweddau, fod yn destun camau gweithredu troseddol priodol a chymesur.

Mae pryder cynyddol hefyd ynghylch plant yn gweld deunydd amhriodol drwy dechnoleg gyfathrebu ryngweithiol, e.e. pornograffi oedolion a/neu ffurfiau eithafol ar ddeunydd anweddus. Gall caniatáu i blentyn weld y fath ddeunydd, neu ei annog i wneud hynny dros gyfnod gyfiawnhau mwy o ymchwilio. Gall plant eu hunain fwlio eraill drwy negeseuon testun a defnyddio ffonau camera symudol i ffilmio ymosodiadau treisgar ar blant eraill i'w rhannu.

### Dyletswyddau ac arweiniad

Mae Pennod 5.5 [Gweithdrefnau Amddiffyn Plant Cymru Gyfan](#) yn ymwneud â delweddau anweddus o blant a'r rhyngrwyd.

Mae Pennod 9 [Diogelu Plant: Gweithio gyda'n Gilydd o dan Ddeddf Plant 2004](#) yn cynnwys adran ar ddelweddau cam-drin plant, y rhyngrwyd a thechnoleg gwybodaeth.

Mae mwy o arweiniad, hyfforddiant a chefnogaeth ar gael gan [y Ganolfan Camfanteisio ar Blant a'u Hamddiffyn Ar-lein](#) (CEOP). Mae CEOP yn gweithio i amddiffyn plant, teuluoedd a chymdeithas rhag pedoffilyddion a throseddwyr rhyw; yn arbennig, y rhai sy'n ceisio manteisio ar blant yn rhywiol ar-lein.

## 7. Cam-drin plant sy'n gysylltiedig â'r gred mewn dewiniaeth a chredoau ysbrydol eraill

### Dyletswyddau ac arweiniad

Mae Pennod 9 [Diogelu Plant: Gweithio gyda'n Gilydd o dan Ddeddf Plant](#)

2004 yn cynnwys arweiniad ar gam-drin plant sy'n gysylltiedig â chred mewn meddiant gan ysbrydion neu ddewiniaeth, neu mewn ffyrdd eraill sy'n gysylltiedig â chred ysbrydol neu grefyddol. Cyhoeddodd Lywodraeth Cymru ganllawiau ar wahân hefyd ym mis Mai 2008 ar [Ddiogelu Plant rhag Cam-drin sy'n Gysylltiedig â Chred mewn Meddiant gan Ysbryd](#).

## 8 Esgeuluso plant

Ceir pedwar prif gategori o esgeuluso plant: esgeulustod corfforol, addysgol, emosiynol a meddygol. Mae astudiaeth cyffredinrwydd a gynhaliwyd gan yr NSPCC<sup>4</sup> yn y DU yn dangos mai esgeulustod oedd y math mwyaf cyffredin o gamdriniaeth mewn teulu ar gyfer pob grŵp oed, ac esgeuluso plant yw'r prif reswm pam yr oedd plant yng Nghymru'n destun cynllun amddiffyn plant.

Gall canlyniadau posib gynnwys casgliad o broblemau iechyd ac iechyd meddwl, gan gynnwys oediad datblygiadol, anawsterau emosiynol ac ymddygiad, cyniferydd deallusrwydd is a pherfformiad ysgol gwael ac anhawster â chyfeillgarwch a chynnal perthnasoedd.

Esgeulustod corfforol yw methiant i ddarparu ar gyfer anghenion sylfaenol plentyn. Mae fel arfer yn ymwneud â'r rhiant neu'r un sy'n rhoi gofal yn methu darparu swm ac ansawdd digonol o fwyd, y maint a'r math cywir o ddillad neu le diogel i fyw, chwarae neu gysgu ynddo. Gall hefyd gynnwys gadael plentyn a goruchwyliaeth annigonol neu amhriodol, sy'n arwain at gwtau, cleisiau, llosgiadau ac anafiadau eraill.

Mae esgeulustod addysgol yn ymwneud â methu sicrhau bod y plentyn yn derbyn addysg ddigonol ac addas a methu cefnogi plentyn yn ei ddysgu.

Gall esgeulustod emosiynol neu seicolegol gynnwys:

- anwybyddu presenoldeb neu anghenion plentyn
- methu ysgogi, annog neu amddiffyn plentyn yn gyson
- gwrthod plentyn a pheidio â dangos hoffter mewn modd amserol neu gyson
- ynysu plentyn, lle nad oes gan y plentyn gysylltiad cymdeithasol arferol â phlant ac oedolion eraill.

Esgeulustod meddygol yw methu rhoi gofal iechyd priodol i blentyn. Efallai na fydd rhiant yn sylweddoli bod angen sylw meddygol ar blentyn, gall wrthod gofal meddygol i blentyn neu efallai na fydd yn dechrau

neu'n rhoi'r driniaeth a argymhellwyd gan weithiwr gofal iechyd proffesiynol. Mae hyn hefyd yn cynnwys esgeuluso'r dannedd, lle bydd gan blentyn bydredd deintiol difrifol heb ei drin.

Dylai aelodau staff sy'n pryderu am esgeuluso plentyn adrodd am eu pryderon i'r Uwch-weithiwr Proffesiynol Dynodedig. Dylent ddefnyddio egwyddorion diogelu plant sylfaenol gan gynnwys rhannu gwybodaeth ar draws asiantaethau a chanolbwyntio ar y plentyn ar bob adeg. [Mae Diogelu Plant: Gweithio gyda'n Gilydd o dan Ddeddf Plant 2004](#) a [Gweithdrefnau Amddiffyn Plant Cymru Gyfan](#) yn diffinio esgeuluso plant ac yn amlinellu dyletswyddau a chyfrifoldebau gweithwyr proffesiynol i weithredu ar bryderon.

Mae llawer o BGLI wedi mabwysiadu protocolau esgeuluso plant a byddant yn gallu cynnig cyngor (gan gynnwys dolenni i becynnau offer a phrotocolau esgeulustod cyhoeddedig) ac mae gwaith yn mynd rhagddo i gefnogi byrddau i fabwysiadu'r adnoddau hyn.

Mae'r NSPCC wedi cyhoeddi taflenni sy'n crynhoi'r hyn sy'n hysbys am y nodweddion allweddol i helpu i nodi esgeulustod a cham-drin emosiynol ymhlith plant cyn oed ysgol, plant rhwng 5 a 14 oed ac ardegwyr. Gellir lawrlwytho'r rhain yn: <http://www.coreinfo.cardiff.ac.uk/category/leaflets>

## 9. Plant a phobl ifanc yn y System Cyfiawnder Ieuencid

### Dyletswyddau ac arweiniad

Ym mis Hydref 2014, cyhoeddodd Bwrdd Cyfiawnder Ieuencid Cymru a Lloegr [Ymrwymiad i Ddiogelu](#) lle'r amlinellodd ei rôl a'i ymrwymiad i ddiogelu plant a phobl ifanc yn y system cyfiawnder ieuencid.

## 10 Plant sy'n byw oddi cartref neu mewn llety dros dro

### Dyletswyddau ac arweiniad

Mae Pennod 9 [Diogelu Plant: Gweithio gyda'n Gilydd o dan Ddeddf Plant 2004](#) yn cynnwys arweiniad ar blant sy'n byw oddi cartref a phlant teuluoedd [sy'n byw mewn llety dros](#) dro.

Mae Pennod 4.2 [Gweithdrefnau Amddiffyn Plant Cymru Gyfan](#) yn ymwneud â phlant sy'n byw oddi cartref.

## 11 Camfanteisio'n rhywiol ar blant

### Dyletswyddau ac arweiniad

Lluniwyd canllawiau statudol Llywodraeth Cymru ar [Ddiogelu Plant a Phobl Ifanc rhag Camfanteisio Rhywiol](#) i gynorthwyo athrawon a gweithwyr proffesiynol eraill i atal camfanteisio'n rhywiol ar blant drwy:

- ddatblygu strategaethau atal lleol
- nodi'r rhai mewn perygl o gamfanteisio rhywiol



- galluogi gweithredu i ddiogelu a hyrwyddo lles plant a phobl ifanc y mae/gall fod rhai'n camfanteisio'n rhywiol arnynt
- cefnogi gweithredu yn erbyn y rhai sy'n benderfynol o gam-drin a chamfanteisio ar blant a phobl ifanc yn y ffordd hon.

Mae [Protocol Cymru Gyfan](#) yn cynnwys y Fframwaith Asesu Risgiau Camfanteisio Rhywiol sy'n galluogi i gamau gweithredu diogelu gael eu cysylltu â thystiolaeth o risg, gan hwyluso camau gweithredu ataliol ac ymyriadau priodol. Bwriedir iddo gyfeirio ymatebion addas o ran anghenion diogelu plant a phobl ifanc. Dylai staff ysgol fod yn effro ac yn gymwys i nodi pryderon bod plentyn yn agored i, neu mewn perygl o, brofi cam-drin drwy gamfanteisio rhywiol, a gweithredu ar y pryderon hyn.

## 12 Plant a allai fod wedi cael eu masnachu

### Dyletswyddau ac arweiniad

Mae [Arweiniad Arfer Cymru Gyfan ar Ddiogelu Plant a Allai fod wedi Cael eu Masnachu](#) yn amlinellu'r ymateb gofynnol i ddiogelu'n effeithiol blant sy'n cael eu cam-drin a'u hesgeuluso gan oedolion sy'n eu masnachu i mewn i'r DU ac ynddi at ddibenion camfanteisio.

Cyflwynodd [Deddf Troseddau Rhywiol 2003](#) droseddau eang newydd sy'n ymwneud â masnachu i mewn i'r DU ac ynddi, ar gyfer unrhyw ffurf ar drosedd rywiol. Mae uchafswm cosb o 14 blynedd ar gyfer y troseddau hyn.

Cyflwynodd [Deddf Lloches a Mewnfudo \(Triniaeth Hawlwyr etc.\) 2004](#) drosedd newydd sef 'masnachu er mwyn camfanteisio ar bobl' sy'n ymwneud â masnachu ar gyfer llafur gorfodol a thynnu organau.

Mae gan y DU rwymedigaethau rhyngwladol o ran masnachu dan Brococol Palermo'r Cenedloedd Unedig, [Penderfyniad Fframwaith yr UE ar Fasnachu at Ddibenion Camfanteisio Rhywiol a Chamfanteisio ar Weithwyr](#), a Chonfensiwn Cyngor Ewrop ar Weithredu [yn erbyn](#) Masnachu Pobl.

Yn 2008, cyhoeddodd Llywodraeth Cymru [Diogelu Plant a Allai fod wedi Cael eu Masnachu](#). Mae hwn yn arweiniad arfer da i weithwyr proffesiynol a gwirfoddolwyr o'r holl asiantaethau i'w helpu'n effeithiol i ddiogelu plant sy'n cael eu cam-drin a'u hesgeuluso gan oedolion yn y DU er mwyn camfanteisio arnynt.

Yn 2011, cyhoeddodd y Swyddfa Gartref ei [Strategaeth ar Fasnachu Pobl](#). Mae hyn yn rhoi pwyslais ar gynyddu ymwybyddiaeth o fasnachu plant a sicrhau bod dioddefwyr sy'n blant yn cael eu diogelu a'u hamddiffyn rhag cael eu masnachu eto.

Mae Canolfan Cyngor ar Fasnachu Plant yr NSPCC (CTAC) yn wasanaeth cenedlaethol arbenigol sy'n rhoi cyngor a chefnogaeth am ddim i weithwyr proffesiynol sy'n pryderu y gall plentyn neu berson ifanc fod yn ddioddefwr masnachu. Ffoniwch CTAC i gael cyngor, gwybodaeth a chefnogaeth ar 0808 800 5000 neu e-bostiwch [help@nspcc.org.uk](mailto:help@nspcc.org.uk).

## 13 Plant sy'n colli addysg

### Dyletswyddau ac arweiniad

Mae Llywodraeth Cymru wedi cyhoeddi [canllawiau statudol i helpu i atal plant a phobl ifanc rhag colli addysg](#). Mae'n darparu pecyn cymorth ymarferol i nodi plant a phobl ifanc sy'n colli addysg.

## 14 Plant sy'n rhedeg i ffwrdd/ar goll

Mae [Gweithdrefnau Amddiffyn Plant Cymru Gyfan](#) yn cynnwys protocol ar blant sy'n mynd ar goll <http://www.awcpp.org.uk/home/wales-protocols/>. Mae'r protocol hwn yn gymwys i bob plentyn a pherson ifanc hyd at 18 oed ac mae'n ymwneud â:

- phlant sy'n mynd ar goll sy'n byw gyda'u teuluoedd
- plant sy'n derbyn gofal gan yr awdurdod lleol sy'n mynd ar goll o'u lleoliad (gan gynnwys plant sydd yn y ddalfa).

## 15 Plant anabl

### Dyletswyddau ac arweiniad

Mae Pennod 9 [Diogelu Plant: Gweithio gyda'n Gilydd o dan Ddeddf Plant 2004](#) yn cynnwys arweiniad ar gam-drin plant anabl.

Mae pennod 4.7 [Gweithdrefnau Amddiffyn Plant Cymru Gyfan](#) yn ymwneud â cham-drin plant anabl. Lle ceir pryderon am les plentyn anabl, dylid gweithredu arnynt yn unol â [Gweithdrefnau Amddiffyn Plant Cymru Gyfan, yn yr un ffordd â chydag](#) unrhyw blentyn arall. Mae'r un trothwyau ar gyfer gweithredu'n berthnasol. Byddai'n annerbyniol pe bai safonau gofal gwael yn cael eu goddef ar gyfer plentyn anabl na fyddai'n cael eu goddef ar gyfer plant nad ydynt yn anabl. Lle mae gan blentyn anabl anawsterau cyfathrebu neu ddysgu, dylid rhoi sylw arbennig i anghenion cyfathrebu, a chadarnhau canfyddiadau plentyn o ddigwyddiadau, a'i ddymuniadau a'i deimladau.

Mae [Deddf Cydraddoldeb 2010](#) yn ymwneud â chyfraith wahaniaethu, gan gryfhau'r gyfraith i gefnogi cynnydd ar gydraddoldeb ymhellach. Mae'r Ddeddf yn amddiffyn disgyblion rhag gwahaniaethu, aflonyddu ac erledigaeth yn seiliedig ar 'nodweddion a warchodir'. Mae anabledd yn nodwedd a warchodir.

[Mae Rhan 6 y Ddeddf Cydraddoldeb](#) yn nodi dyletswyddau ysgolion ac awdurdodau lleol o dan Ddeddf Cydraddoldeb 2010.

## 16 E-ddiogelwch

Mae Llywodraeth Cymru'n annog ysgolion i wneud defnydd llawn o dechnolegau cymdeithasol i ysgogi dysgwyr a gwella'u deilliannau, gan ddatblygu dysgwyr i fod yn ddinasyddion digidol hyderus a chymwys ar yr un pryd. Ym mis Mawrth 2013, cyhoeddodd y Gweinidog dros Addysg a Sgiliau [ddatganiad ysgrifenedig ar ddefnyddio gwefannau rhwydweithio cymdeithasol yn ddiogel ac yn gyfrifol ym myd addysg](#) a gofynnodd i awdurdodau lleol weithio gyda Llywodraeth Cymru ar ymagwedd newydd, fwy cadarnhaol. Roedd hyn yn cydnabod bod angen i blant ddeall sut i ddefnyddio'r rhyngwrwd yn ddiogel,

dan oruchwyliaeth ac yn annibynnol, er mwyn iddynt ddatblygu'r sgiliau a'r wybodaeth i ddod yn ddinasyddion digidol hyderus.

I helpu plant a phobl ifanc aros yn ddiogel ar-lein, mae [parth e-ddiogelwch newydd](#) wedi'i greu ar - cronfa cynnwys digidol genedlaethol. Mae hyn yn darparu adnoddau, newyddion ac ymchwil ar aros yn ddiogel yn y lle digidol drwy fabwysiadu ymddygiad priodol a phresenoldeb digidol cadarnhaol. Mae'n cynnal adnoddau e-ddiogelwch i'r holl ysgolion er mwyn helpu athrawon i gynyddu ymwybyddiaeth o faterion e-ddiogelwch ymhlith rhieni a disgyblion.

Ym mis Hydref 2014, lansiodd [360 Cymru, offeryn hunanadolygu e-ddiogelwch](#). Mae'n caniatáu i ysgolion adolygu eu polisïau a'u harferion e-ddiogelwch. Mae'n darparu templedi polisïau, yn ogystal â chysylltiadau ag arweiniad arfer da. Mae hefyd yn caniatáu i ysgolion nodi meysydd cryfder a gwendid a meincnodi eu cynnydd a'u gwelliant yn erbyn ysgolion eraill.

Ym mis Hydref 2014, lansiodd yr adnodd [Llythrennedd a Dinasyddiaeth Ddigidol](#). Lluniwyd yr adnodd hwn i'w ddefnyddio mewn ystafelloedd dosbarth i rymuso disgyblion i feddwl yn feirniadol, ymddwyn yn ddiogel a chymryd rhan mewn modd cyfrifol yn ein byd digidol. Mae'r [deunyddiau](#) hyn sydd am ddim, ar gyfer y Cyfnod Sylfaen hyd at Gyfnod Allweddol 4/5, yn hyblyg ac yn addasadwy. Mae'n caniatáu i athrawon ddewis o unedau o grwpiau blwyddyn eraill, er enghraifft, mewn ymateb i ddigwyddiadau yn yr ysgol, neu i gydnabod newidiadau cenedlaethol mewn tueddiadau ar-lein.

## 17 Salwch ffug neu wedi'i achosi gan eraill

### Dyletswyddau ac arweiniad

Mae pennod 5.3 [Gweithdrefnau Amddiffyn Plant Cymru Gyfan](#) yn cynnwys protocol salwch ffug.

Yn 2008, cyhoeddodd Llywodraeth Cymru '[Diogelu Plant ag arnynt Salwch Ffug neu Salwch Gwneud](#)'.

## 18 Llurgunio organau rhywiol merched (FGM)

### Dyletswyddau ac arweiniad

Mae [Protocol Plant Cymru Gyfan ar Lurgunio Organau Rhywiol Merched](#) yn rhoi cyngor ar ddiogelu merched rhag FGM.

Mae'r Swyddfa Gartref hefyd wedi llunio [canllawiau amlasiantaeth](#) sy'n amlinellu'r camau gweithredu y dylid eu cymryd gan weithwyr proffesiynol rheng flaen megis athrawon, gweithwyr iechyd proffesiynol, swyddogion yr heddlu a gweithwyr cymdeithasol, i amddiffyn merched a menywod a rhoi'r gefnogaeth y mae ei hangen arnynt.

Yn y DU, mae pob ffurf ar FGMs yn anghyfreithlon o dan [Ddeddf Llurgunio Organau Rhywiol Merched 2003](#). Mae'n drosedd (ni waeth beth yw eu cenedligrwydd a'u statws preswyllo) i:

- o lurgunio organau rhywiol merched yn y DU

- cynorthwyo wrth lurgunio organau rhywiol merched yn y DU
- cynorthwyo merch i lurgunio ei horganau rhywiol ei hun yn y DU
- cynorthwyo o'r DU, berson nad yw o'r DU i lurgunio organau rhywiol merch y tu allan i'r DU ar wladolyn y DU neu breswlydd parhaol y DU.

Yn ôl y Ddeddf, mae hefyd yn drosedd am y tro cyntaf i wladolion y DU neu breswylwyr parhaol y DU i:

- lurgunio organau rhywiol merched dramor
- cynorthwyo gwladolyn y DU neu breswlydd parhaol y DU i lurgunio organau rhywiol merch dramor - mae hyn yn cynnwys mynd â merch dramor i lurgunio ei horganau rhywiol
- cynorthwyo o'r tu allan i'r DU berson nad yw o'r DU i lurgunio organau rhywiol merch neu fenyw sy'n wladolyn y DU neu'n breswlydd parhaol y DU dramor - mae hyn yn cynnwys mynd â merch dramor i lurgunio ei horganau rhywiol
- cynorthwyo merch i lurgunio ei horganau rhywiol ei hun y tu allan i'r DU, hyd yn oed mewn gwledydd lle mae'r arfer hwn yn gyfreithiol.

Dylai unrhyw wybodaeth neu bryder fod merch mewn perygl enbyd o gael ei horganau rhywiol wedi'u llurgunio neu fod hynny eisoes wedi digwydd, arwain at gyfeiriad amddiffyn plant di-oed.

Os oes gennych bryderon y gall merch neu fenyw ifanc gael ei chymryd dramor at ddibenion llurgunio ei horganau rhywiol, dylech hefyd gysylltu â'r [Swyddfa Dramor a Chymanwlad](#). Mae **FORWARD** yn sefydliad yn y DU sy'n darparu cefnogaeth, cwnsela a lle diogel i ferched a menywod siarad am eu profiadau. Gall hefyd addysgu a gweithio gyda theuluoedd i atal llurgunio organau rhywiol merched eraill yn y teulu.

Mae gan yr NSPCC linell gymorth 24 awr i unrhyw un sy'n poeni bod merch mewn perygl o gael ei horganau rhywiol wedi'u llurgunio, neu fod hyn eisoes wedi digwydd iddi. Gallwch ffonio 0800 028 3550 neu e-bostio [fgmhelp@nspcc.org.uk](mailto:fgmhelp@nspcc.org.uk).

## 19 Priodas dan orfod a thrais ar sail anrhydedd

### Dyletswyddau ac arweiniad

Mae canllawiau arfer [amlasiantaeth Llywodraeth EM: Ymdrin ag Achosion o Briodas dan Orfod](#) a ddiweddarwyd ym mis Awst 2014, yn darparu cyngor cam wrth gam i weithwyr proffesiynol, gan gynnwys athrawon.

Mae'n ategu'r canllawiau statudol [Yr Hawl i Ddewis](#) a ddaeth i rym pan lanswyd y [Ddeddf Priodas dan Orfod \(Amddiffyniad Sifil\)](#) ym mis Tachwedd 2008. Mae'n nodi cyfrifoldebau strategol ehangach prif weithredwyr ac uwch-reolwyr wrth fynd i'r afael â phriodas dan orfod yn lleol.

O dan [Ddeddf Ymddygiad Gwrthgymdeithasol, Troseddu a Phlisma 2014](#) mae'n drosedd i orfodi rhywun i briodi. Mae hyn yn cynnwys:

- mynd â rhywun dramor i'w orfodi i briodi (boed y briodas dan orfod yn digwydd ai peidio)
- priodi rhywun heb y gallu meddylol i gydsynio i'r briodas (p'un a ydyw dan bwysau i wneud hynny neu beidio)

- o torri Gorchymyn Amddiffyn Priodas dan Orfod

Bydd ateb sifil cael Gorchymyn Amddiffyn Priodas dan Orfod drwy'r llysoedd teuluol yn parhau i fodoli ochr yn ochr â'r drosedd newydd, felly gall dioddefwyr ddewis sut maent am gael eu cynorthwyo. Mae manylion y gyfraith newydd ar gael ar [y wefan ddeddfwriaeth](#)

[Mae 'Priodas dan Orfod ac Anableddau Dysgu: Canllawiau Arfer Amlasiantaeth'](#) yn helpu gweithwyr proffesiynol sy'n ymdrin â phobl ag anableddau'n priodi dan orfod. Fe'i lluniwyd i helpu i gynyddu ymwybyddiaeth a chefnogi ymarferwyr i nodi arwyddion rhybudd yr arfer cymhleth hwn sy'n aml yn gudd.

Mae Pennod 9 [Diogelu Plant: Gweithio gyda'n Gilydd o dan Ddeddf Plant 2007](#) yn cynnwys arweiniad ar briodas dan orfod.

Os oes pryderon bod plentyn (bachgen neu ferch) mewn perygl o briodi dan orfod, gall ysgolion a sefydliadau AB gysylltu ag [Uned Priodas dan Orfod Llywodraeth y DU](#), lle gall gweithwyr achos profiadol gynnig cefnogaeth ac arweiniad. Ffoniwch 020 7008 0151 rhwng 9am -5pm, dydd Llun i ddydd Gwener neu e-bostiwch [fm@fco.gov.uk](mailto:fm@fco.gov.uk)

## 20 Gofal maeth gan gynnwys maethu preifat

### Dyletswyddau ac arweiniad

Mae [Deddf Plant 2004](#) yn sefydlu dyletswydd yr holl awdurdodau lleol i hyrwyddo ymwybyddiaeth o'r angen i'w hysbysu am unrhyw blant sydd wedi'u maethu'n breifat yn eu hardal.

Yn 2011, cyhoeddodd Llywodraeth Cymru [Amddiffyn Plant, Cefnogi Gofalwyr Maeth: Pecyn Cymorth ar gyfer Ymdrin â Honiadau o Gam-drin](#) i gynorthwyo gwasanaethau maethu yn y sectorau cyhoeddus ac annibynnol, a rheolwyr amddiffyn plant wrth ymdrin â honiadau yn erbyn gofalwyr maeth.

Dylai athrawon a gweithwyr proffesiynol eraill hysbysu'r awdurdod lleol ynghylch unrhyw drefniadau maethu preifat a ddaw i'w sylw lle nad ydynt yn fodlon y bydd/bod eu hawdurdod lleol wedi cael eu hysbysu o'r trefniad. Mae'n arfer da hysbysu'r rhieni maeth am y cyfeiriad ond os ystyrir y byddai hyn yn rhoi'r plentyn mewn perygl o niwed, nid oes angen cael eu caniatâd.

Mae [Deddf Plant 1989](#) yn creu nifer o droseddau mewn cysylltiad â maethu preifat, gan gynnwys methiant i hysbysu trefniad neu gydymffurfio ag unrhyw ofyniad neu waharddiad gan yr awdurdod. Mae [Deddf Plant 2004](#) yn cryfhau trefniadau lleol ar gyfer hysbysu. Yn ôl paragraff 7A [Atodlen 8 Deddf Plant 1989](#), mae'n ofynnol i awdurdodau lleol hyrwyddo ymwybyddiaeth yn eu hardal o ofynion hysbysu, a sicrhau bod y fath gyngor yr ymddengys fod ei angen yn cael ei roi i'r rhai sy'n ymwneud â phlant sydd wedi'u maethu'n breifat, neu y bwriedir iddynt gael eu maethu'n breifat. Bydd hyn yn cynnwys rhieni a gofalwyr maeth preifat.

## 21 Ymweliadau Cyfnewid Tramor

### Dyletswyddau ac arweiniad

Mae dyletswydd ar awdurdodau lleol ac ysgolion i sicrhau bod trefniadau priodol ar waith i ddiogelu a hyrwyddo lles plant, o dan [Adran 175 Deddf Addysg 2002](#) ac [Adran 28 Deddf Plant 2004](#). Mae'n bwysig

bod ysgolion ac awdurdodau lleol yn glir ynghylch sut maent yn parhau i gyflawni eu dyletswyddau statudol ar gyfer diogelu plant wrth wneud trefniadau ar gyfer ymweliadau cyfnewid tramor.

### **Profiadau cyfnewid tramor a drefnir gan ysgolion**

Mater i awdurdodau lleol ac ysgolion yw bodloni eu hunain wrth ystyried gwneud trefniadau i ganiatáu i deulu sy'n derbyn plentyn/person ifanc yng Nghymru gael cyswllt â phlentyn sy'n ymweld, a sicrhau nad yw aelodau o'r teulu sy'n derbyn wedi'u cynnwys ar restr o deuluoedd a waherddir. Dylid ceisio cyngor gan y Gwasanaeth Datgelu a Gwahardd (GDG). Ni all y GDG gael mynediad i gofnodion troseddol a ddelir dramor. Ni all awdurdodau lleol ac ysgolion yng Nghymru wirio teuluoedd sy'n derbyn plant yn yr un ffordd pan fydd disgyblion yn aros dramor. Dylai ysgolion weithio gydag ysgolion partner dramor i sicrhau yr ymgwymerir â sicrwydd tebyg cyn ymweliad. Os ydych yn dymuno, gall awdurdodau lleol ac ysgolion gysylltu â'r llysgenhadaeth dramor [berthnasol](#) neu Uchel Gomisiwn y wlad dan sylw a chanfod a ellir gwneud gwiriadau tebyg yn y wlad honno.

### **Cyfnewidfeydd tramor a drefnir gan rieni a gofalwyr**

Lle bydd rhieni'n trefnu rhaglen cyfnewid tramor, neu'n arfer eu barn eu hunain ac yn derbyn cyfrifoldeb am ddewis y teulu sy'n derbyn y plentyn, ystyrir ei fod yn drefniad preifat rhwng y ddau deulu ac felly daw o dan gwmpas 'trefniad teuluol a phersonol'. Felly, nid oes angen gwiriadau GDG. Mewn achosion o'r fath, mae'n debygol bod perthynas wedi'i sefydlu rhwng y ddau deulu dros amser, fel y gall rhieni wneud dewis gwybodus am anfon eu plentyn i aros gyda'r teulu sy'n derbyn.

## **22 Trais ar sail rhywedd, cam-drin yn y cartref a thrais rhywiol**

Mae Llywodraeth Cymru wedi mabwysiadu'r diffiniadau canlynol ym [Mil Trais ar Sail Rhywedd, Cam-drin Domestig a Thrais Rhywiol \(Cymru\)](#).

- Mae **cam-drin yn y cartref** yn gam-drin corfforol, rhywiol, seicolegol, emosiynol neu ariannol lle mae'r dioddefwr yn gysylltiedig â'r camdriniwr.
- **Trais ar sail rhywedd** yw trais, bygythiad o drais neu aflonyddu sy'n codi'n uniongyrchol neu'n anuniongyrchol o werthoedd, credoau neu arferion sy'n gysylltiedig â rhywedd neu dueddfryd rhywiol, llurgunio organau rhywiol merched a phriodas dan orfod.
- Mae **trais rhywiol** yn cynnwys camfanteisio rhywiol, aflonyddu rhywiol neu fygythiadau o drais o natur rhywiol.

Gall menywod a dynion fod yn ddi-dioddefwyr cam-drin yn y cartref o fewn perthnasoedd gwahanrhywiol, lesbiaidd, hoyw, deurywiol a thrawsrywiol. Gallant hefyd ddi-dioff cam-drin gan aelodau eraill o'r teulu. Fodd bynnag, cyflawnir y rhan fwyaf o gam-drin yn y cartref gan ddynion yn erbyn menywod a'u plant. Menywod ifanc 16 i 24 oed sydd yn y perygl mwyaf o ddi-dioff cam-drin yn y cartref.

### **Dyletswyddau ac arweiniad**

Lluniwyd y [Fframwaith Gwasanaeth i ddiwallu anghenion pobl â phroblemau cam-drin yn y cartref a chamddefnyddio sylweddau](#) i gynorthwyo cynllunwyr gofal, comisiynwyr a darparwyr cam-drin yn y cartref a chamddefnyddio sylweddau i sefydlu cysylltiadau cadarn rhwng gwasanaethau cam-drin yn y cartref a chamddefnyddio sylweddau a fydd yn darparu llwybr gofal di-fwllch i bob cleient.

Mae [Gweithdrefnau Amddiffyn Plant Cymru Gyfan](#) yn cynnwys [Arweiniad Arfer Cymru Gyfan](#)

[ar Ddiogelu Plant a Phobl Ifanc y mae Cam-drin yn y Cartref yn Effeithio Arnynt](#) i gefnogi ymarferwyr wrth ymateb i bryderon.

Mae Bil Trais ar Sail Rhywedd, Cam-drin Domestig a Thrais Rhywiol (Cymru) yn flaenoriaeth allweddol i Lywodraeth Cymru. Ochr yn ochr â phegyn o fesurau polisi ychwanegol, bydd yn adeiladu ar gynnydd a wnaed dan strategaeth 'Yr Hawl i fod yn Ddiogel (2010)', ar gyfer mynd i'r afael â phob ffurf ar drais yn erbyn menywod a cham-drin yn y cartref, sy'n cynnwys cyngor ar 'wella'n hymateb mewn ysgolion.' Mae'r ddeddfwriaeth ddrafft yn canolbwyntio ar dri maes penodol: gwella arweinyddiaeth ac atebolrwydd, gwella addysg ac ymwybyddiaeth a chryfhau gwasanaethau yng Nghymru. Caiff canllawiau statudol i gefnogi'r ddeddfwriaeth eu cyhoeddi pan ddaw'r ddeddfwriaeth yn gyfraith a bydd Llywodraeth Cymru'n ystyried sut gallai'r arweiniad hwn effeithio ar drefniadau diogelu mewn addysg.

### **Y cyswllt rhwng cam-drin yn y cartref a cham-drin plant**

Mae cysylltiad cryf rhwng cam-drin yn y cartref a cham-drin ac esgeuluso plant. Mae un o bob tri achos amddiffyn plant yn dangos hanes trais yn y cartref tuag at y fam. Mae pobl ifanc mewn cartrefi treisgar dair i naw gwaith yn fwy tebygol o gael eu hanafu a'u cam-drin, naill ai'n uniongyrchol neu wrth geisio amddiffyn eu rhieni. Mae un o bob pump o'r achosion o gam-drin plant yr oedd yr NSPCC wedi ymdrin â hwy'n ymwneud â cham-drin yn y cartref. Yn naw deg y cant o'r achosion hynny, roedd pobl ifanc yn bresennol yn y cartref wrth i'r cam-drin fynd yn ei flaen; ac mewn o leiaf hanner yr achosion, caiff y person ifanc ei gam-drin hefyd.

### **Ymateb i bryderon**

Lle mae gan staff ysgol achos i gredu bod person ifanc mewn perygl o neu'n destun trais neu gam-drin, neu'n byw mewn aelwyd lle mae hynny'n digwydd, dylid hysbysu'r UBD ar unwaith a dylid cymryd camau yn unol â Gweithdrefnau [Amddiffyn Cymru Gyfan](#) .

Pan fydd y cam-drin rhwng oedolion yn y cartref, gellir rhoi cyngor i'r person ifanc ar y sawl sy'n gallu helpu, gan gynnwys yr heddlu lleol, gwasanaethau eiriolaeth cam-drin yn y cartref lleol (cyfeiriwch at wybodaeth a lunnir yn lleol), Llinell Gymorth Cymru Gyfan (0808 8010 800) neu adrannau'r gwasanaethau cymdeithasol i blant.

Mae'r Fframwaith Hyfforddiant Cenedlaethol ar gyfer Cymru ar drais ar sail rhywedd, cam-drin yn y cartref a thrais rhywiol yn nodi'r lefel o hyfforddiant sy'n briodol i staff addysg. Mae'n rhaid i'r holl weithwyr proffesiynol allu 'Gofyn a Gweithredu' o ran trais ar sail rhywedd, cam-drin yn y cartref a thrais rhywiol. Yn ymarferol, mae hyn yn golygu y gall yr holl weithwyr proffesiynol yn debygol o ddod i gysylltiad â'r rhai sydd efallai'n profi cam-drin nodi dangosyddion y profiad hwn ac ymateb yn briodol i'r person hwnnw.

### **Ymagweddau rhagweithiol**

Dylai gwaith atal gael ei integreiddio, lle y bo'n briodol, ym mhob agwedd ar fywyd yr ysgol a dylid mynd i'r afael ag ef ar bob pwynt perthnasol yn y cwricwlwm, er enghraifft mewn gwarsi Cymraeg, Saesneg, Addysg Grefyddol ac [Addysg Bersonol a Chymdeithasol \(ABCh\)](#). Mae ABCh o safon yn helpu i greu ethos cadarnhaol yn yr ysgol lle mae gan ddisgyblion amgylchedd diogel i ddysgu ynddo ac yn cael y cyfle a'r hyder i rannu pryderon ag eraill. Gall trafod y materion a gwrandao ar farn a safbwyntiau

cyfoedion helpu i newid agweddau a darparu cefnogaeth. Wrth drafod materion sensitif o fewn ABCh neu unrhyw gyd-destun yn ysgol, mae angen cyflwyno'r rhain mewn ffordd gytbwys a thrafod materion moesegol yn wrthrychol. Fodd bynnag, mae'r un mor bwysig i sicrhau bod gan ddysgwyr y sgiliau i gymryd cyfrifoldeb am eu hymddygiad yn eu perthnasoedd personol a sut i adnabod ymddygiad amhriodol.

## 23 Cyswllt corfforol â disgyblion, gan gynnwys ataliaeth

### Dyletswyddau ac arweiniad

O dan Adran 93 Deddf Addysg ac Arolygiadau 2006 gall holl staff yr ysgol ddefnyddio'r fath rym ag sy'n rhesymol yn yr amgylchiadau i atal disgyblion rhag gwneud, neu barhau i wneud, unrhyw un o'r canlynol:

- cyflawni unrhyw drosedd (neu i ddisgybl dan oed cyfrifoldeb troseddol, yr hyn a fyddai'n drosedd i ddisgybl hŷn)
- achosi anaf personol i unrhyw berson neu niwed i'w eiddo (gan gynnwys y disgybl ei hun)
- peryglu cynnal trefn a disgyblu da yn yr ysgol neu ymhlith unrhyw ddisgyblion sy'n derbyn addysg yn yr ysgol, boed yn ystod sesiwn addysgu neu fel arall.

Nid oes diffiniad cyfreithiol ynghylch pryd mae'n rhesymol i ddefnyddio grym. Bydd hynny bob amser yn dibynnu ar union amgylchiadau achosion unigol. Er mwyn ei ddyfarnu'n gyfreithlon, byddai angen i'r grym a ddefnyddiwyd fod yn gymesur â'r canlyniadau y bwriedir iddo'u hatal. Dylai maint y grym a ddefnyddir fod y lleiafswm y mae ei angen i gyflawni'r canlyniad a ddymunir. Ni ellid cyfiawnhau defnyddio grym i atal camymddygiad dibwys.

Mae bob amser yn anghyfreithlon defnyddio grym fel cosb. Mae hyn oherwydd y byddai'n cael ei gynnwys yn y diffiniad o gosb gorfforol a gafodd ei ddileu gan Adran 548 Deddf Addysg 1996.

Yn 2005, cyhoeddodd Llywodraeth Cymru [Fframwaith ar gyfer Polisi ac Arferion o ran Ymyriad Corfforol Cyfyngol](#) i ddarparu cyngor i'r holl asiantaethau statudol i alluogi fframwaith cyffredin o egwyddorion a disgwyliadau. Yn 2014, cyhoeddwyd canllawiau penodol ar gyfer y gwasanaethau addysg ar [Ymyriad Diogel ac Effeithiol: Defnyddio Grym Rhesymol a Chwilio am Arfau](#)

Dylai polisi ysgol ar ddefnyddio grym fod yn gyson â'i bolisi ymddygiad, ond nid o reidrwydd yn rhan ohono. Mae canllawiau Llywodraeth Cymru ar hyrwyddo ymddygiad cadarnhaol a pholisïau ymddygiad ysgol ar gael yng [nghylchlythyr 47/2006, Cynnwys a Chynorthwyo Disgyblion](#). Dylai hefyd fod yn gyson â pholisïau'r ysgol ar amddiffyn plant ac iechyd a diogelwch.

## 24 Radicaleiddio

### Dyletswyddau ac arweiniad

Yn 2011, cyhoeddodd Llywodraeth Cymru y canllawiau [Gwrthsafiad a Pharch - Datblygu Cydlyniant Cymunedol - Dealltwriaeth Gyffredin ar gyfer Ysgolion a'u Cymunedau](#) sy'n disgrifio'r rôl sydd gan ysgolion wrth ddatblygu a chefnogi ymagweddau strategol at hyrwyddo a chynnal cydlyniant cymunedol a chael gwared ar eithafiaeth dreisgar.



Yn 2012, lansiodd Llywodraeth y DU strategaeth [Prevent](#) wedi'i hailffocysu. Roedd y strategaeth hon yn cynnwys amcanion i:

- ymateb i her ideolegol terfysgaeth a'r bygythiad a wynebwn gan y rhai sy'n ei hyrwyddo
- atal pobl rhag cael eu denu i derfysgaeth a sicrhau eu bod yn derbyn cyngor a chefnogaeth briodol
- gweithio gyda sectorau a sefydliadau lle mae perygl o radicaleiddio y mae angen i ni fynd i'r afael ag ef.

Mae [Channel](#), elfen allweddol o'r strategaeth [Prevent](#), yn ymagwedd amlasiantaeth at amddiffyn pobl sydd mewn perygl o gael eu radicaleiddio. Mae Channel yn ymwneud â diogelu plant ac oedolion rhag cael eu denu i gyflawni gweithgaredd sy'n ymwneud â therfysgaeth. Mae Channel yn defnyddio'r cydweithredu sydd eisoes yn bod rhwng partneriaid diogelu statudol (megis awdurdodau lleol, yr heddlu, y GIG a'r gwasanaethau rheoli ieuencid a throseddwr) i:

- nodi unigolion sydd mewn perygl o gael eu denu i derfysgaeth;
- asesu natur a maint y risg honno
- datblygu'r cynllun cefnogaeth mwyaf priodol i'r unigolion dan sylw.

I gael mwy o wybodaeth am gynnyrch hyfforddiant ymwybyddiaeth o radicaleiddio'r Swyddfa Gartref sef Workshop to Raise Awareness of Prevent (WRAP), e-bostiwch [WRAP@homeoffice.x.gsi.gov.uk](mailto:WRAP@homeoffice.x.gsi.gov.uk).

Os oes gennych bryder am blentyn o ran eithafiaeth ac nid yw'r opsiynau cefnogaeth ar gael yn lleol, siaradwch â'ch cynrychiolydd heddlu BDPLI a fydd yn gallu trafod opsiynau cefnogaeth.

I roi gwybod am gynnwys terfysgaeth ar-lein a amheuir, dilynwch y [ddolen](#) hon. Gallwch hefyd gyfeirio'r cynnwys sy'n peri pryder yn uniongyrchol i lwyfan cyfryngau cymdeithasol - gallwch ddysgu sut i wneud hynny yn <http://www.saferinternet.org.uk/advice-and-resources/teachers-andprofessionals/safety-features>

## 25 Pobl ifanc sy'n weithredol yn rhywiol

Mae [Deddf Troseddau Rhywiol 2003](#) yn nodi mai'r oed cyfreithiol ar gyfer gweithgaredd rhywiol yw 16 oed. Mae hefyd yn dweud nad yw plant dan 13 oed yn ddigon hen i gydsynio i weithgarwch rhywiol. Yn ôl y gyfraith, mae gweithgaredd rhywiol â phlentyn dan 13 oed yn drosedd ddifrifol ac mae'n adlewyrchu barn cymdeithas na ddylai plant dan 13 oed fod yn weithredol yn rhywiol, ac mae pa mor agored ydynt i gamfanteisio a meithrin perthynas rhywiol amhriodol o bosib yn sylweddol.

Mae'n rhaid i'r asiantaeth dan sylw asesu anghenion iechyd, addysg, cefnogaeth a/neu ddiogelu'r holl bobl ifanc, ni waeth beth yw eu rhywedd neu eu tueddfryd rhywiol, y credir eu bod yn cymryd rhan mewn gweithgaredd rhywiol, neu'n bwriadu gwneud hynny. Mae'n cynnal yr asesiad hwn yn unol â [Gweithdrefnau](#) Amddiffyn Plant [Cymru Gyfan](#). Dylai gweithwyr proffesiynol sy'n gweithio gyda phobl ifanc fod yn llwyr ymwybodol o'r 5 pwynt yn arweiniad Fraser o ran gallu'r person ifanc:

- bydd y person ifanc yn deall cyngor y gweithiwr proffesiynol
- ni ellir dwyn perswâd ar y person ifanc i ddweud wrth ei rieni

- mae'r person ifanc yn debygol o ddechrau, neb barhau i gael cyfathrach rywiol heb ddulliau atal cenhedlu
- oni bai fod y person yn derbyn triniaeth atal cenhedlu, bydd ei iechyd corfforol neu feddyliol, neu'r ddau, yn debygol o ddioddef
- mae'n ofynnol, er lles pennaf y person ifanc, iddo dderbyn cyngor neu driniaeth atal cenhedlu gyda chaniatâd ei rieni neu hebddo.

### **Dyletswyddau ac arweiniad**

Mae [Gweithdrefnau Amddiffyn Plant Cymru Gyfan](#) yn cynnwys protocol ar ddiogelu a hyrwyddo lles pobl ifanc sy'n weithredol yn rhywiol (pennod 5.4), ac fe'i lluniwyd i adnabod lle gall y perthnasoedd hyn fod yn gamdriniol a lle bydd angen diogelu plant a phobl ifanc.

### **Plant dan 13 oed**

O dan [Ddeddf Troseddau Rhywiol 2003](#) nid yw plant dan 13 oed yn ddigon hen i gydsynio i weithgarwch rhywiol. Ym mhob achos lle mae'r person ifanc sy'n weithredol yn rhywiol dan 13 oed, rhaid i'r asiantaeth sy'n ymwneud â'r mater gynnal asesiad llawn. Mae'n rhaid asesu pob achos yn unigol ac ystyried gwneud cyfeiriad amddiffyn plant i'r gwasanaethau cymdeithasol.

Gellir gwneud penderfyniad i beidio â chyfeirio achos i'r gwasanaethau cymdeithasol dim ond ar ôl trafod yr achos â'r person arweiniol amddiffyn plant yn asiantaeth gyflogi'r gweithiwr proffesiynol. Os na wneir cyfeiriad, mae'r gweithiwr proffesiynol a'r asiantaeth dan sylw'n gwbl atebol am y penderfyniad, a rhaid cofnodi'r rhesymau dros y penderfyniad yn glir.

Pan ganfyddir bod merch dan 13 oed yn feichiog, rhaid gwneud cyfeiriad i'r gwasanaethau cymdeithasol lle caiff asesiad cychwynnol ei gwblhau a chynhelir cyfarfod strategaeth neu drafodaeth a fydd yn cynnwys cynrychiolwyr o'r adrannau iechyd ac addysg.

Mae [Diogelu Plant: Gweithio gyda'n Gilydd o dan Ddeddf Plant 2004](#) (pennod 8, paragraff 8.29) yn nodi lle gallai trosedd fod wedi digwydd, yna dylid cyfeirio'r achos i'r heddlu yn ddi-oed.

### **Pobl ifanc rhwng 13 ac 16 oed**

Mae [Deddf Troseddau Rhywiol 2003](#) yn atgyfnerthu, er bod gweithgaredd rhywiol y cytunwyd ar y cyd arno, heb unrhyw gamfanteisio, yn digwydd rhwng arddegwyr, ac yn aml ni ddaw unrhyw niwed ohono, dylai'r oedran cydsynio aros yn 16 oed. Mae hyn yn cydnabod bod y grŵp hwn o bobl ifanc yn dal yn agored i niwed, hyd yn oed os nad ydynt yn ystyried eu hunain felly.

Mae angen asesu anghenion pobl ifanc yn y grŵp oed hwn sy'n weithredol yn rhywiol o hyd gan ddefnyddio'r protocol Cymru Gyfan. Bydd trafodaeth â'r gwasanaethau cymdeithasol yn dibynnu ar lefel y risg neu'r angen a asesir gan y rhai sy'n gweithio gyda'r person ifanc. Dylid ystyried gwneud cyfeiriad os bydd person ifanc yn beichiogi neu'n colli plentyn neu'n terfynu beichiogrwydd.

Mae'r gwahaniaeth hwn mewn gweithdrefn yn adlewyrchu'r ffaith, er bod gweithgaredd rhywiol dan 16 oed yn dal yn anghyfreithlon, nid yw'r gallu gan bobl ifanc dan 13 oed i gydsynio i weithgaredd rhywiol.

### **Pobl ifanc rhwng 17 ac 18 oed**

Er nad yw gweithgaredd rhywiol yn drosedd mwyach dros 16 oed, cynigir amddiffyniad gweithdrefnau amddiffyn plant o hyd i bobl ifanc dan 18 oed o dan [Ddeddf Plant 1989](#). Mae angen ystyried materion

camfanteisio rhywiol drwy buteindra a cham-drin pŵer mewn amgylchiadau. Gall pobl ifanc fod yn destun troseddau treisio ac ymosodiad o hyd, ac efallai bydd angen trafod amgylchiadau digwyddiad â pherson ifanc.

I bobl ifanc dros 16 oed a dan 18 oed, bydd anghydbwysedd pŵer, ac ni fernir bod y plentyn neu'r person ifanc yn gallu cydsynio os yw'r partner rhywiol mewn swydd o ymddiriedaeth broffesiynol neu'n aelod o'r teulu fel a ddiffinnir gan [Ddeddf Troseddau Rhywiol 2003](#).

## 26 Camddefnyddio sylweddau

Amcangyfrifodd adroddiad y Cyngor Ymgynghorol ar Gamddefnyddio Cyffuriau (ACMD) [Hidden Harm – Responding to the needs of children of problem drug users](#) y gallai fod cynifer ag 17,500 o blant a phobl ifanc yng Nghymru sy'n bwy mewn teuluoedd lle mae rhieni'n camddefnyddio cyffuriau, ac y gallai problemau alcohol rhieni effeithio'n andwyol ar 64,000 o blant yng Nghymru.

### Dyletswyddau ac arweiniad

Mae Pennod 9 [Diogelu Plant: Gweithio Gyda'n Gilydd o dan Ddeddf Plant 2004](#) yn cynnwys adran ar ddiogelu plant rhieni sy'n camddefnyddio sylweddau.

Mae [Cynllun Cyflawni Camddefnyddio Sylweddau 2013 - 2014](#) Llywodraeth Cymru'n cefnogi ei strategaeth 10 mlynedd [Gweithio gyda'n Gilydd i Leihau Niwed: Strategaeth Camddefnyddio Sylweddau Cymru 2008-2018](#) ac mae'n nodi'r camau i'w cymryd i leihau'r niwed a achosir gan gamddefnyddio sylweddau.

[Cyhoeddwyd Canllawiau ar gyfer Addysg Camddefnyddio Sylweddau](#) ym mis Gorffennaf 2013. Mae'r [canllawiau'n](#) darparu gwybodaeth fanwl am gyflwyno addysg camddefnyddio sylweddau briodol yn ôl gofynion y cwricwlwm ac angen penodol, a rheoli digwyddiadau camddefnyddio sylweddau gan gynnwys cefnogaeth, deddfwriaeth ac arfer da.

[Mae Gweithio gyda'n Gilydd i Leihau Niwed: Strategaeth Camddefnyddio Sylweddau Cymru 2008-2018](#) yn gosod pwyslais penodol ar waith atal gyda phlant a phobl ifanc o ran alcohol a sylweddau eraill. Nod Llywodraeth Cymru yw cyrraedd sefyllfa lle nad oes neb yng Nghymru'n anwybodus naill ai o ganlyniadau camddefnyddio cyffuriau neu alcohol, neu ble y gallant geisio cymorth a chefnogaeth.

Mae gwasanaethau cwnsela mewn ysgolion hefyd yn darparu cefnogaeth bersonol i blant a phobl ifanc sydd am drafod eu problemau, gan gynnwys camddefnyddio sylweddau, ag ymgynghorydd annibynnol. Mae [Cwnsela mewn Ysgolion yng Nghymru](#) - Strategaeth Genedlaethol Llywodraeth Cymru'n amlygu'r angen i wasanaethau cwnsela ddatblygu protocolau ar gyfer gweithio gydag asiantaethau eraill, gan gynnwys cyfeiriadau i asiantaethau camddefnyddio sylweddau.

Mae Llinell Gymorth Camddefnyddio Sylweddau Cymru [DAN 24/7](#), yn darparu mynediad hawdd 24 awr y dydd i wybodaeth a chyngor, gan gynnwys ble i gael mwy o gefnogaeth neu driniaeth.

## 27 Hunanladdiad

### Dyletswyddau ac arweiniad

Cyhoeddwyd 'Siarad â Fi', y cynllun gweithredu cenedlaethol i leihau hunanladdiad a hunan-niweidio yng Nghymru yn 2009. Mae'r cynllun gweithredu'n bennaf ar gyfer pobl sydd yn y perygl mwyaf. Mae gan y cynllun saith ymrwymiad allweddol sef:

- hybu iechyd a lles meddwl
- ymyrryd yn gynnar
- ymateb i argyfwng personol
- rheoli canlyniadau hunanladdiad a hunan-niweidio
- hybu dysgu ac ymchwil a gwella gwybodaeth am hunanladdiad ac atal hunanladdiad
- gweithio gyda'r cyfryngau i sicrhau yr adroddir yn briodol am iechyd meddwl a hunanladdiad
- cyfyngu mynediad i ddulliau hunanladdiad

Mae'r arweiniad hunan-gymorth [Help is at Hand](#) er lles y rhai sydd wedi profi profedigaeth oherwydd hunanladdiad ac fe'i cyhoeddwyd yn 2013. Mae ar gyfer amrywiaeth eang o bobl y mae hunanladdiad neu farwolaeth anesboniadwy'n effeithio arnynt, nid perthnasau neu ffrindiau'n unig, ond hefyd gweithwyr gofal iechyd ac eraill sy'n dod i gysylltiad â'r rhai sy'n galaru, i'w cynorthwyo wrth roi cymorth a hefyd, awgrymu sut gallant hwy eu hunain ddod o hyd i gefnogaeth os oes ei hangen arnynt.

## 28 Cam-drin partner agos ymhlith ardegwyr

Mae tystiolaeth yn dod i'r amlwg fod cam-drin ymhlith perthnasoedd pobl ifanc o leiaf yn adlewyrchu'r lefelau cyffredinrwydd a welir mewn perthnasoedd oedolion a'r data sy'n amlinellu lefelau sylweddol o gam-drin risg uchel.

Canfu gwaith diweddar gan 'Gweithredu Cyd-drefnus yn Erbyn Cam-drin yn y Cartref (CAADA)' fod y rhan fwyaf o ddiodefwyr sy'n ardegwyr yn yr astudiaeth yn profi cam-drin a gyflawnwyd gan bartner presennol neu gyn-bartner ac nid oeddent yn byw gyda'r troseddwr. Roedd diodefwyr a oedd yn ardegwyr yn fwy tebygol na diodefwyr a oedd yn oedolion i gael eu cam-drin gan fwy nag un camdriniwr.

Mae cam-drin mewn perthynas rhwng pobl ifanc yn effeithio ar y ddau ryw, er bod mwy o ferched yn adrodd bod y cam-drin wedi'i ailadrodd a bod difrifoldeb y cam-drin wedi gwaethygu ar ôl i'r berthynas ddod i ben. Adroddodd merched fwy o effaith negyddol ar eu lles na bechgyn. Er bod canfyddiadau ymchwil yn dangos bod merched yn profi'r math hwn o gam-drin yn amlach na bechgyn, maent yn profi'r effaith mewn ffordd wahanol. Mae merched yn adrodd am effaith negyddol fwy arwyddocaol ond mae bechgyn yn tueddu i leihau effaith y trais. Mae bechgyn hefyd yn tueddu i leihau eu defnydd eu hunain o drais a gallant gyfeirio ato fel 'chwarae o gwmpas' (NSPCC 2009).

Mae ystrydebau rhywedd yn effeithio ar fechgyn hefyd, a gallant deimlo dan bwysau i ymddwyn mewn ffordd wrywaidd neu 'wrol' amlwg tuag at ferched a menywod. Gall addysg cydraddoldeb rhyw helpu i fynd i'r afael â'r ffordd y mae'r cyfryngau'n portreadu'r ddau ryw a helpu i addysgu bechgyn a merched i adnabod perthnasoedd iach ac afiach.

Gall cam-drin fod ar ffurf ymddygiad corfforol, emosiynol a rhywiol a rheoli ymddygiad amlwg, a allai gynnwys atal y person ifanc rhag gweld ei ffrindiau neu fynd allan, dweud wrtho beth y mae'n gallu'i ddweud neu beidio, ei fygwth neu ei ynysu o'i ffrindiau a'i deulu.

### **Dangosyddion risg**

Efallai na fydd unrhyw weithwyr addysg proffesiynol yn dyst i unrhyw un o'r ymddygiadau hyn, ond mae'n bosib y bydd yn gweld arwyddion bod person ifanc mewn perthynas gamdriniol.

Gall profi cam-drin mewn perthynas gael effaith andwyol ar gyfranogiad a chyflawniad addysgol person ifanc. Efallai bydd yn dechrau colli gwersi neu beidio â chwblhau gwaith cartref, a gall ansawdd ei waith ddiodef. Os nad yw person ifanc yn teimlo'n ddiogel, gall osgoi dod i'r ysgol yn gyfan gwbl neu aros yn hwyr yn hytrach na gorfod cwrdd â'i gariad y tu allan i'r ysgol.

### **Ymateb i bryderon**

Dylid rhoi gwybod am bryderon yn yr un ffordd â phob mater diogelu arall. Mae'r NSPCC a'r Gymdeithas Athrawon a Darlithwyr wedi ysgrifennu rhestr wirio ar gyfer datblygu polisïau cam-drin mewn perthnasoedd mewn ysgolion. Mae ar gael yn: [www.nspcc.org.uk/relationshipabuse](http://www.nspcc.org.uk/relationshipabuse).

Mae cam-drin mewn perthnasoedd pobl ifanc yn tueddu i ddwysáu'n gyflymach nag mewn perthnasoedd oedolion ac mae'n fwy tebygol o fod yr un mor ddifrifol neu'n fwy difrifol ei natur. Er y gall ysgolion a cholegau ddarparu lloches ddiogel i bobl ifanc mewn perygl, mae hefyd yn bosib y bydd dioddefwr a'r person sy'n ei gam-drin yn mynd i'r un ysgol neu goleg a/neu'n rhan o'r un cylch cymdeithasol.

### **Ymagweddau rhagweithiol**

Mae addysgu'r hyn sy'n creu perthynas iach, drwy addysg rhyw a pherthnasoedd, yn ganolog i ddiogelu. Ymhlyg â hyn y mae herio ystrydebau, megis goddefolrwydd benywaidd ac ymosodedd gwrywaidd, a chydabod y gall cam-drin mewn perthynas ddigwydd i unrhyw un, ni waeth beth yw ei ryw, ei gefndir cymdeithasol neu ei dueddfryd rhywiol.

Fel rhan o'r ymateb diogelu i gam-drin mewn perthynas, dylai ysgolion nodi strategaethau i gefnogi disgyblion sy'n arddangos ymddygiad camdriniol i newid eu hymddygiad. Gallai'r strategaethau hyn gynnwys cyfranogaeth rhieni, os yw'n briodol, cyfeirio i gwnsela a mathau eraill o gefnogaeth neu ddod o hyd i raglen benodol i bobl ifanc sy'n gamdriniol yn eu perthynas.

## **29 Iechyd a Diogelwch**

Mae gan yr ysgol Bolisi Iechyd a Diogelwch sy'n cael ei fonitro'n rheolaidd gan gorff llywodraethu'r ysgol. Mae'r pennaeth a'r llywodraethwyr yn monitro'r polisi a gofynnir i staff roi gwybod i'r Pennaeth am unrhyw bryderon. Bydd yntau naill ai'n cynnal archwiliad cychwynnol neu'n ei drefnu, ac yn asesu pa gamau gweithredu unioni sydd eu hangen. Mae'r polisi'n ymdrin â driliau tân a gadael adeilad ar frys mewn ffordd effeithlon, asesiadau risg iechyd a diogelwch, asesiadau risg tân a gweithdrefnau ar gyfer mynd i'r afael â digwyddiadau difrifol.

## **30 Cyfle Cyfartal**

Cyhoeddir datganiad Cyfle Cyfartal ym mhrosbectws a pholisi Cyfle Cyfartal yr ysgol.

Mae'n rhaid i blant ag anableddau allu cymryd rhan lawn a gweithredol ym mhob gwrs a rhaid cymryd pob cam i sicrhau hyn. Darperir mwy o fanylion ym mholisi Cyfle Cyfartal yr ysgol, a gaiff ei gyhoeddi fel dogfen ar wahân.

### **31 Aflonyddu a Gwahaniaethu**

Ymdrinnir ag ymateb yr ysgol i faterion aflonyddu a gwahaniaethu yn y Polisi Cyfle Cyfartal, ac ymdrinnir â hwy mewn dogfen ar wahân.

Ni fydd yr ysgol yn goddef unrhyw faterion aflonyddu a gwahaniaethu, boed y rheiny'n cael eu cyflawni gan oedolion neu blant, ac mae ei hymateb i'r fath faterion yn cael ei gynnwys yn y polisi uchod.

### **32 Cam-drin hiliol**

Ynghyd â'i pholisi Cyfle Cyfartal, mae gan yr ysgol hefyd Bolisi Cydraddoldeb Hiliol. Mae'n bwysig i'r Corff Llywodraethu fod disgyblion yn yr ysgol yn cael eu paratoi ar gyfer byw mewn cymdeithas sy'n amrywiol o ran ethnigrwydd. Bydd yr ysgol yn gwneud pob ymdrech i hyrwyddo cydraddoldeb a chytgord hiliol drwy atal a herio hiliaeth. Eir i'r afael â hiliaeth yn y cwricwlwm Addysg Grefyddol ac ABCCh a nodir mwy o wybodaeth am y strategaethau a ddefnyddir gan yr ysgol i fynd i'r afael â honiadau o hiliaeth yn ei Bolisi Cydraddoldeb Hil ar wahân. Mae'r plant yn cymryd rhan mewn trafodaethau â'r nod o gynyddu ymwybyddiaeth a mynd i'r afael â rhagfarn. O bryd i'w gilydd, bydd ymwelwyr yn gweithio gyda'r plant, ac adroddir am yr holl ddogwyddiadau hiliol i'r Awdurdod Lleol a'r Corff Llywodraethu pan fyddant yn digwydd.

### **33. Camddefnyddio cyffuriau a sylweddau**

Mae gan yr ysgol Bolisi Camddefnyddio Cyffuriau a Sylweddau ar wahân, sy'n gysylltiedig â Pholisi Ymddygiad yr ysgol, ac mae'n darparu cefnogaeth briodol i unrhyw blant a allai fod yn camddefnyddio cyffuriau a sylweddau. Yn ogystal, eir i'r afael â'r materion hyn yn rheolaidd, fel rhan o'r cwricwlwm, a darparir mwy o fanylion ym mholisi'r ysgol ar Gamddefnyddio Cyffuriau a Sylweddau.

### **34 Cymorth Cyntaf**

**Mae gan yr ysgol aelodau hyfforddedig o staff sy'n gyfrifol am gymorth cyntaf. Dyma'r staff sy'n gyfrifol am gymorth cyntaf:- Mrs Siân Richards a Miss Catrin Lewis**

Caiff offer cymorth cyntaf ei storio yn y dderbynfa ac mae cit cymorth cyntaf cludadwy ar gael ar gyfer gweithgareddau oddi ar y safle. Caiff gweithdrefnau manwl ynghylch pa gamau i'w cymryd os bydd damwain neu os bydd plentyn yn mynd yn sâl eu cynnwys yn y Polisi Cymorth Cyntaf sy'n ddogfen ar wahân.

### 35 Disgyblion â chyflyrau meddygol

Safbwynt yr ysgol o ran rhoi meddyginiaeth yw y bydd aelodau o staff yn rhoi moddion dim ond os yw rhiant wedi cwblhau a llofnodi'r ffurflen briodol sy'n gofyn i staff roi meddyginiaeth; mae'r penderfyniad i gyflawni'r cais yn ôl disgresiwn y Pennaeth/neu bydd aelodau o staff ond yn rhoi meddyginiaeth pan fydd y gofyniad wedi'i nodi mewn Cynllun Gofal Iechyd a ddarperir drwy'r Gwasanaeth Nyrsys Ysgol. Mae hawl gan athrawon i wrthod rhoi meddyginiaeth ac, os bydd angen meddyginiaeth ar ddisgybl sy'n mynychu'r ysgol, naill ai'n rheolaidd neu mewn argyfwng, caiff trefniadau eu gwneud i staff nad ydynt yn addysgu roi'r feddyginiaeth os nad yw athrawon yn barod i gyflawni'r dasg. Darperir hyfforddiant priodol i staff y mae angen iddynt roi meddyginiaeth megis diazepam, midazolam, epipennau etc.

Ar gyfer materion personol iawn, cytunir ar drefniadau i gefnogi disgyblion o'r fath yn yr ysgol cyn derbyn y disgyblion, a gwneir pob ymdrech i gynnal urddas y person ifanc hwnnw.

Ceir mwy o fanylion o ran rhoi meddyginiaeth ym Mholisi Rhoi Meddyginiaeth yr ysgol sy'n ddogfen ar wahân ac yn seiliedig ar gylchlythyr Llywodraeth Cymru, Rhif: 003/2010 Mynediad i Addysg a Chefnogaeth i Blant a Phobl Ifanc ag Anghenion Meddygol.

### 36 Addysg Rhyw a Pherthnasoedd

Eir i'r afael â darpariaeth addysg rhyw a pherthnasoedd drwy bolisi ar wahân sy'n cynnwys yr agwedd hon **neu** Bolisi ABCh yr ysgol **neu** Bolisi Cwricwlwm yr ysgol.

### 37 Diogelu yn y Cwricwlwm

Mae cwricwlwm yr ysgol yn mynd i'r afael â materion diogelu mewn dwy ffordd. Yn y lle cyntaf, mae'r cwricwlwm mewn testunau fel addysg bersonol a chymdeithasol, yn trafod materion perthnasol â phlant a chynhwysir testunau fel cyffuriau, rhyw a pherthnasoedd yn y pwnc. Anogir plant i archwilio a thrafod y materion hyn. Yn ail, mae'r cwricwlwm wedi'i lunio fel y caiff materion diogelwch ym mhob pwnc eu trafod, ac yr addysgir arferion diogel er enghraifft defnyddio offer yn gywir yn Addysg Gorfforol a Dylunio a Thechnoleg. Mae'r ysgol yn archwilio ei holl gynlluniau gwaith i sicrhau yr eir i'r afael â diogelu. Darperir lefelau staffio priodol yn yr amgylchedd dysgu ar bob adeg, a phan addysgir plant oddi ar y safle, mae'r oedolyn priodol yn sicrhau y cynhelir y gymhareb athro: disgybl gywir. Bydd yr ysgol yn defnyddio siaradwyr gwadd, lle y bo'n briodol, er mwyn gwella profiad dysgu'r plant a'r bobl ifanc.

### 38 Diogelwch ar ymweliadau addysgol

**Yr aelod o staff sy'n gyfrifol am ymweliadau addysgol yw'r pennaeth.**

Cynhelir pob ymweliad addysgol yn unol ag arweiniad yr awdurdod ar gynnal ymweliadau addysgol ac mae'r arweiniad hwn yn cynnwys cymarebau athro: disgybl, trefnu cludiant, sicrhau gwiriad GDG gyrrwr y dull cludiant, egwyliau priodol, cyfleoedd cwricwlaidd priodol a dull o gyfathrebu mewn argyfwng. Darperir mwy o fanylion ym Mholisi Ymweliadau Addysgol yr ysgol, sy'n ddogfen ar wahân.

### 39 Lles disgyblion ar leoliadau galwedigaethol estynedig

Lle bydd disgybl yn cymryd rhan mewn lleoliad gwaith parhaus neu leoliadau galwedigaethol eraill, bydd yr ysgol yn ymweld â'r person ifanc yn rheolaidd i sicrhau y cynhelir ei les. Anogir y person ifanc i adrodd am unrhyw bryderon ac eir i'r afael â phroblemau profiad gwaith mewn polisi ar wahân.

**Cyswllt yr ysgol ar gyfer profiad gwaith a lleoliadau galwedigaethol eraill yw: D/B**

### 40 Diogeledd y safle

Mae'r ysgol yn gwneud pob ymdrech i ddarparu safle diogel ac felly, mae'n rhaid i'r holl bobl ar y safle lynu wrth y rheolau sy'n ei lywodraethu. Mae trefniadau diogelwch y safle wedi'i nodi yn ein Gweithdrefnau Iechyd a Diogelwch, Asesiadau Risg, Polisi Rheolaeth Traffig a'r Llawlyfr Staff.

### 41 Presenoldeb

Cydnabyddir bod plant sy'n chwarae triwant naill ai drwy beidio â mynychu'r ysgol pan fo'u rhieni'n credu eu bod yno neu'n dianc o'r ysgol heb ganiatâd, gan roi eu hunain mewn perygl ac felly, mae'r ysgol yn cynnal Polisi Presenoldeb ar wahân. Mae hyn yn mynd i'r afael â materion megis gweithdrefnau i rieni adrodd am salwch plentyn, cyswllt â'r cartref os bydd absenoldeb, cyfranogaeth y Swyddog Lles Addysg, cyhoeddi cyfraddau presenoldeb ac adrodd am wybodaeth ynghylch presenoldeb i'r Corff Llywodraethu a'r awdurdod lleol. Yn ogystal, mae'n cynnwys mesurau cadarnhaol i annog plant i fynychu'r ysgol yn rheolaidd ac yn brydlon. Mae hefyd yn cyfeirio at hawl yr awdurdod i gymryd camau cyfreithiol yn erbyn rhieni nad ydynt yn sicrhau presenoldeb a phrydlondeb da eu plant.

### 42 Recriwtio diogel

Mae'r ysgol yn glynu wrth arweiniad yr awdurdod o ran recriwtio diogel ac mae hyn yn cynnwys cyfranogaeth llywodraethwr neu aelod o staff sydd wedi cyflawni hyfforddiant Recriwtio Mwy Diogel a ddarperir gan Adnoddau Dynol, ar yr holl bwyllgorau penodi, cynnwys cwestiynau diogelu yn y cyfweiliad a derbyn a chadw geiradaon ysgrifenedig ar gyfer ymgeiswyr llwyddiannus. Mae'r Pennaeth yn sicrhau bod yr holl staff, llywodraethwyr a gwirfoddolwyr sy'n gweithio gyda phlant yn meddu ar dystysgrif GDG ddilys. Nodir trefniadau ar gyfer recriwtio mewn polisi recriwtio ar wahân.

### 43 Sefydlu

Rhoddir sesiwn sefydlu i'r holl aelodau staff a gwirfoddolwyr newydd o ran eu rôl, ac mae'r sesiwn sefydlu hon a gyflwynir cyn ymgymryd â'r rôl yn yr ysgol, neu'n syth ar ôl dechrau'r rôl, yn cynnwys derbyn copi o bolisi diogelu a diogelu plant yr ysgol. Disgwylir i'r aelod o staff/gwirfoddolwr ddarllen hwn, a'i lofnodi i brofi ei fod wedi darllen y ddogfen. Bydd dealltwriaeth yr aelod o staff/gwirfoddolwr o'r ddogfen yn cael ei chadarnhau drwy sgwrs rhyngddo a'r athro dynodedig ar gyfer amddiffyn plant neu ei ddirprwy.



#### **44 Croesawu ymwelwyr**

Cynhwysir trefniadau ar gyfer croesawu ymwelwyr yn y trefniadau ar gyfer diogeledd safle, y cyfeiriwyd atynt uchod.

#### **45 Ymddygiad a disgyblaeth**

Eir i'r afael â materion ymddygiad a disgyblaeth mewn polisïau ar wahân ac mae'r rhain yn cynnwys materion megis gwobrwyo ymddygiad priodol a chosbau ar gyfer ymddygiad amhriodol.

#### **46 Tynnu lluniau a fideos**

Eir i'r afael â mater tynnu lluniau a fideos o ddigwyddiadau ysgol mewn polisi ar wahân.

#### **47 Datgelu camarfer**

Caiff datgelu camarfer ei gynnwys mewn polisi ar wahân. Os oes gan aelodau o staff unrhyw bryderon am ymddygiad neu fwriadau unrhyw berson yn yr adeilad, ar dir yr ysgol neu'n agos at blant, mae dyletswydd broffesiynol arnynt i hysbysu'r rheolwyr yn unol â hyn. Gellir gwneud hyn yn ysgrifenedig neu ar lafar, ond dylai staff fod yn barod i drafod materion a theimlo'n hyderus yr ymdrinnir ag unrhyw fater o'r fath mewn modd sensitif a chyda'r cyfrinachedd angenrheidiol.

#### **48 Cyfathrebu â rhieni a dysgwyr**

Mae'r ysgol yn sicrhau bod rhieni'n ymwybodol o'i pholisïau a'i gweithdrefnau diogelu, a'r angen i rannu gwybodaeth ag asiantaethau eraill, os oes angen, wrth dderbyn disgyblion. Wrth dderbyn disgyblion, bydd yr ysgol hefyd yn ceisio eglurhad ynghylch pwy sydd â chyfrifoldeb rhiant o ran y disgybl, ac, o ran rhieni nad ydynt yn warchodol, bydd yn sicrhau eu bod wedi derbyn eu hawliad o ran gwybodaeth am ddigwyddiadau'r ysgol, fel a ddarperir i unrhyw riant arall, ac adroddiadau ar gynnydd y disgybl(ion) dan sylw. Sicrheir bod dysgwyr yn ymwybodol o'r hyn i'w wneud os oes ganddynt bryder drwy drafodaethau mewn gwersi ABCh a phosteri gwybodaeth sy'n cael eu harddangos o gwmpas yr ysgol.

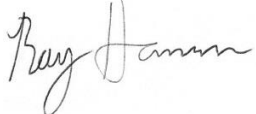

#### **49 Gweithgareddau y tu hwnt i'r diwrnod ysgol**

Mae holl weithgareddau'r ysgol sy'n ymestyn y tu hwnt i'r diwrnod ysgol, gan gynnwys clybiau brechwast, clybiau y tu allan i'r ysgol, gweithgareddau amser cinio ac ymweliadau addysgol, yn cael eu cynnwys yn llawn ym mholisïau Diogelu ac Amddiffyn Plant yr ysgol. Ymatebir i unrhyw faterion sy'n ymwneud â phryder amddiffyn plant a materion diogelu sy'n ymwneud â'r gweithgareddau hyn yn unol â pholisïau a gweithdrefnau amddiffyn plant yr ysgol. Pan fydd cyrff allanol yn defnyddio safle'r ysgol, y tu allan i'r diwrnod ysgol, er enghraifft, gweithgareddau cymunedol ar safle'r ysgol, rhaid i drefnwyr y

gweithgareddau hyn sicrhau'r Pennaeth a'r Athro Dynodedig ar gyfer Amddiffyn Plant fod ganddynt bolisiau diogelu ac amddiffyn plant priodol ar waith sy'n adlewyrchu Gweithdrefnau Amddiffyn Plant Cymru Gyfan os yw eu gweithgareddau'n ymwneud â phlant. Mae'r corff llywodraethu'n cadw'r hawl i derfynu cytundebau ar gyfer defnyddio safle'r ysgol, y tu allan i'r diwrnod ysgol, lle mae'n gyfrifol am hyn, os yw'n dod yn ymwybodol o fethiannau o ran diogelu neu amddiffyn plant. Mewn amgylchiadau lle nad oes gan y corff llywodraethu'r awdurdod i derfynu'r trefniad, bydd yn sicrhau bod y fath faterion yn cael eu cyfeirio, fel mater o frys, i'r corff rheoli.

## 50 Cwynion

Mae gan yr ysgol Weithdrefn Gwynion ar waith sy'n seiliedig ar y model a gynhwysir yng nghylchlythyr Llywodraeth Cymru: 011/2012, *Gweithdrefnau Cwynion ar gyfer Cyrff Llywodraethu Ysgolion yng Nghymru*, ac, yn ogystal, mae ganddo wybodaeth gwynion i blant fel y gall plant, staff a'r cyhoedd gyflwyno'u cwynion mewn perthynas â'r ysgol, gan gynnwys cwynion diogelu a phryderon ynghylch y ffaith na chymerwyd camau gweithredu diogelu.

	Enw	Llofnod	Dyddiad
Cadeirydd y Llywodraethwyr	Mr Ray Hanson		15.10.18
Pennaeth	Mr Ceri Emanuel		15.10.18

Dyddiad Adolygu	Hydref 2019
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# YSGOL GYMRAEG PONTARDAWE

## SAFEGUARDING POLICY

**Signed  
by chair of governors:**

A handwritten signature in black ink, appearing to read 'Ray Hamon', written in a cursive style.

**Date approved:  
(by full governing body)**

**15/10/18**

**Date of review:**

**September 2019**

*Datblygu pob dawn  
Ar daith drwy'r iaith*

## INTRODUCTION

The Governing Body of YGG Pontardawe recognises that, in order to support the complete development of each and every child, they have a duty to ensure that each child:-

- stays safe;
- is healthy;
- is able to enjoy and achieve;
- is able to achieve economic wellbeing;
- makes a positive contribution.

## SAFEGUARDING STATEMENT

The Governors and staff of YGG Pontardawe are fully committed to adhering to section 175 of the Education Act, 2002, which requires Local Authorities and Governing Bodies of maintained schools and institutions to have arrangements for exercising their functions with a view to safeguarding and promoting the welfare of children. The Governing Body of YGG Pontardawe responds to the objective of keeping children and young people safe by:-

- creating and maintaining a safe learning environment for children and young people;
- identifying where there are child welfare concerns and taking action to address them, where appropriate, in partnership with other agencies;
- ensuring that children are listened to if they are expressing concerns; and
- the development of children's understanding, awareness and resilience through the curriculum.

The Governing Body recognises that achieving this objective requires a system designed to:-

- prevent unsuitable people from working with children and young people;
- promote safe practice and challenge poor and unsafe practice;
- identify incidents in which there are grounds for concern about a child's welfare, and initiate or take appropriate action to keep them safe; and
- contribute to effective partnership working between all those involved in providing services for children and young people.

Governors and staff in YGG Pontardawe will work together with other agencies in order to achieve the above objective.

At YGG Pontardawe the health and safety of all children is of paramount importance. Parents send their children to school each day with the expectation that the school will provide a secure environment in which their children can flourish. The Governing Body and school staff, therefore, make every effort to

ensure that this expectation becomes a reality. In order to do this, a wide range of measures and policies have been put in place.

This Safeguarding Policy makes reference to the following aspects which support the safeguarding and promoting the welfare of pupils:-

- Child Protection;
- Abuse by children and young people, including sexual abuse (sexually harmful behaviour)
- Asylum seeking children
- Black minority ethnic pupils
- Bullying
- Child abuse images and the internet
- Child abuse linked to belief in witchcraft or other spiritual beliefs
- Child neglect
- Children & Young People in the youth justice system
- Children living away from home or in temporary accommodation
- Child Sexual Exploitation (CSE)
- Children who may have been trafficked
- Children Missing education
- Children who run away/missing children
- Disabled children
- e-safety
- Fabricated or Induced illness (FII)
- Female genital mutilation (FGM)
- Forced marriage & honour based violence
- Foster care, including private fostering
- Foreign exchanges organised by schools
- Foreign exchanges organised by parents & carers
- Gender based violence, domestic abuse & sexual violence
- Physical contact with students, including restraint
- Radicalisation
- Sexually active young people
- Substance misuse
- Suicide
- Teenage intimate partner abuse

- Health and Safety;
- Equal Opportunities;
- Harassment and discrimination;
- Racist abuse;
- Drug and substance abuse;
- First Aid;
- Pupils with medical conditions;
- Sex and relationships education;
- Safeguarding in the curriculum;
- Welfare of pupils on extended vocational placements;
- Issues specific to a local area;
- Site security;
- Attendance;
- Safe recruitment;
- Induction;
- Welcoming visitors;
- Behaviour and Discipline;
- Photographing and videoing;
- Whistleblowing;
- Communication with parents and learners;
- Activities beyond the school day; and
- Complaints.

## CONTACTS

**The Designated Teacher for Child Protection/Safeguarding for the School is: Mr Ceri Emanuel**

**The Deputy Designated Teacher for Child Protection/Safeguarding for the School is: Mrs Elin Wakeham**

**The Nominated Governor for Child Protection/Safeguarding for the School is: Mr Ray Hanson**

### 1. Child Protection

The school's Child Protection Policy, together with an **APPENDIX** providing details of definitions of child abuse and procedures for addressing Child Protection issues is attached to this Safeguarding Policy.

## 2. Abuse by children and young people, including sexual abuse (sexually harmful behaviour)

### Duties and guidance

Chapter 9 of [Safeguarding Children: Working Together Under the Children Act 2004](#) provides multi-agency guidance on abuse by children and young people. Chapter 4.9 of the [All Wales Child Protection Procedures](#) covers children who display sexually harmful behaviour.

## 3. Asylum seeking children

### Duties and guidance

The Welsh Refugee Council, Displaced People in Action and Children in Wales have jointly developed a [Teachers Resource Pack for Working with Asylum Seeker and Refugee Children](#).

Chapter 4.10 of the [All Wales Child Protection Procedures](#) covers unaccompanied asylum seeking children along with the All Wales Practice Guidance on [Safeguarding and Promoting the Welfare of Unaccompanied Asylum Seeking Children and Young People](#).

Chapter 9 of [Safeguarding Children: Working Together Under the Children Act 2004](#) provides multi-agency guidance on unaccompanied asylum seeking children and young people.

## 4. Black minority ethnic pupils

### Duties and guidance

In 2011, the Welsh Government published guidance on [bullying around race, religion and culture](#).

The [Equality Act 2010](#) consolidates existing law into a single legal framework. While many of the concepts of discrimination remain the same as in previous equality legislation, there are some areas that were not previously covered. There are various types of discrimination that apply to the [schools provisions in the Act](#). In 2012, BAWSO<sup>3</sup> published [Protecting Black and Minority Ethnic Children: An Investigation of Child Protection Interventions](#). This study looked at the number of children BAWSO had worked with who had been on the child protection register between 2006 and 2011, to explore the issue of safeguarding children from black and ethnic minority backgrounds.

## 5. Bullying

### Duties and guidance

Welsh Government guidance [Respecting Others: Anti-Bullying Guidance \(24/2003\)](#) provides information on tackling bullying in schools and the steps to be taken to support children and young people who report bullying outside school. It offers guidance on:

- bullying around race, religion and culture
- bullying involving children with special educational needs and disabilities
- homophobic bullying
- sexist, sexual and transphobic bullying
- cyberbullying – advances in communication technologies, and access to them by children and young people, has required schools to be vigilant and innovative in finding solutions to their misuse.

[Tackling Hate Crimes and Incidents: A Framework for Action](#) was launched by the Welsh Government in May 2014. The Welsh Government has funded a children and young person's [helpline](#) through MEIC Cymru and a [National Hate Crimes and Incidents Centre](#) through Victim Support Cymru.

## **6. Child abuse images and the internet**

Accessing abusive images of children is not a victimless action. Those who access inappropriate images of children are contributing to, and encouraging, continuing abuse of those children. Those children are victims of serious abuse and the abusers, whether the perpetrators of the initial abuse or those who access the images, should be subject to appropriate and proportionate criminal action.

There is also growing concern about the exposure of children to inappropriate material via interactive communication technology, e.g. adult pornography and/or extreme forms of obscene material. Allowing or encouraging a child to view such material over an appreciable period of time may warrant further enquiry. Children themselves can engage in text bullying and use mobile camera phones to capture violent assaults of other children for circulation.

### **Duties and guidance**

Chapter 5.5 of the [All Wales Child Protection Procedures](#) covers indecent images of children and the internet.

Chapter 9 of [Safeguarding Children: Working Together Under the Children Act 2004](#) includes a section on child abuse images, the internet and information technology.

Further guidance, training and support is available from the [Child Exploitation and Online Protection Centre](#) (CEOP). CEOP works to protect children, families and society from paedophiles and sex offenders; in particular, those who seek to exploit children sexually online.

## **7. Child abuse linked to belief in witchcraft or other spiritual beliefs**

### **Duties and guidance**



Chapter 9 of [Safeguarding Children: Working Together Under the Children Act](#)

[2004](#) contains guidance on child abuse linked to belief in possession or witchcraft, or in other ways related to spiritual or religious belief. The Welsh Government also published separate guidance in May 2008 on [Safeguarding children from abuse linked to a belief in spirit possession](#).

## 8 Child neglect

Child neglect falls into four main categories: physical, educational, emotional and medical neglect. A prevalence study carried out by the NSPCC<sup>4</sup> in the UK shows that neglect was the most prevalent type of maltreatment in the family for all age groups and child neglect is the main reason why children in Wales were subject to a child protection plan.

Possible consequences include an array of health and mental health problems including developmental delay, emotional and behavioural difficulties, lower IQ and poor school performance and difficulty with friendships and maintaining relationships.

Physical neglect is the failure to provide for a child's basic physical needs. It usually involves the parent or caregiver not providing adequate quality and quantity of food, correct fit or type of clothing or a safe place to live, play and sleep. It can also include child abandonment and inadequate or inappropriate supervision, which leads to cuts, bruises, burns and other injuries.

Educational neglect involves the failure to ensure a child receives an adequate and suitable education and failing to support a child in their learning.

Emotional neglect or psychological neglect can include:

- ignoring a child's presence or needs
- consistently failing to stimulate, encourage or protect a child
- rejecting a child and not showing affection in a timely or consistent manner
- isolating a child, where the child does not have normal social contact with other children and adults.

Medical neglect is the failure to provide appropriate health care for a child. A parent may not recognise when a child requires medical attention, may refuse medical care for a child or may not start or administer the recommended treatment as directed by a healthcare professional. This also includes dental neglect, where a child may have severe untreated dental decay.

Staff members concerned about child neglect should report their concerns to the Designated Senior Professional. They should apply basic safeguarding children principles including sharing information across agencies and being child-focused at all times. [Safeguarding Children: Working Together under the Children Act 2004](#) and the [All Wales Child Protection Procedures](#) both define child neglect and outline professionals' duties and responsibilities to act on concerns.

Many LSBs have adopted child neglect protocols and will be able to offer advice (including links to published neglect toolkits and protocols) and work is ongoing to support boards to adopt these resources.

Leaflets have been produced by NSPCC that summarise what is known about the key features to help identify neglect and emotional abuse in pre-school children, children aged 5-14 and teenagers. These can be downloaded from: <http://www.coreinfo.cardiff.ac.uk/category/leaflets>

## 9 Children and young people in the youth justice system

### Duties and guidance

In October 2014, the Youth Justice Board for England and Wales published [Commitment to Safeguard](#) in which it outlined its role and commitment to safeguarding children and young people in the youth justice system.

## 10 Children living away from home or in temporary accommodation

### Duties and guidance

Chapter 9 of [Safeguarding Children: Working Together Under the Children Act 2004](#) includes guidance on children living away from home and children of families living in temporary accommodation.

Chapter 4.2 of the [All Wales Child Protection Procedures](#) covers children living away from home.

## 11 Child sexual exploitation (CSE)

### Duties and guidance

The Welsh Government's statutory guidance on [Safeguarding Children and Young People from Sexual Exploitation](#) is designed to assist teachers and other professionals in preventing CSE by:

- developing local prevention strategies
- identifying those at risk of being sexually exploited
- enabling action to safeguard and promote the welfare of particular children and young people who are being, or may be, sexually exploited
- supporting action against those intent on abusing and exploiting children and young people in this way.

The [All Wales Protocol](#) includes the Sexual Exploitation Risk Assessment Framework which enables safeguarding actions to be linked to evidence of risk, facilitating both preventive action and appropriate interventions. It is designed to inform suitable responses in relation to children and young people's safeguarding needs. School staff should be alert and competent to identify and act upon concerns that a child is vulnerable to, at risk of, or experiencing abuse through CSE.

## 12 Children who may have been trafficked

### Duties and guidance

The [All Wales Practice Guidance for Safeguarding Children Who May Have Been Trafficked](#) sets out the required response to effectively safeguard children who are abused and neglected by adults who traffic them into and within the UK for purposes of exploitation.

The [Sexual Offences Act 2003](#) introduced new wide-ranging offences covering trafficking into, out of or within the UK, for any form of sexual offence. These offences carry a 14 year maximum penalty.

The [Asylum and Immigration \(Treatment of Claimants, etc\) Act 2004](#) introduced a new offence of 'trafficking for exploitation' which covers trafficking for forced labour and the removal of organs.

The UK has international obligations in relation to trafficking under the UN Palermo Protocol, the [EU Framework Decision on Trafficking for the Purposes of Sexual and Labour Exploitation](#), and the Council of Europe [Convention on Action against Trafficking in Human Beings](#).

In 2008, the Welsh Government published [Safeguarding Children who may have been trafficked](#). This provides good practice guidance to professionals and volunteers from all agencies to help them effectively safeguard children who are abused and neglected by adults who traffic them into and within the UK in order to exploit them.

In 2011 the Home Office published its [Strategy on Human Trafficking](#). This places emphasis on raising awareness of child trafficking and ensuring child victims are safeguarded and protected from re-trafficking.

The NSPCC's Child Trafficking Advice Centre (CTAC) is a specialist national service that provides free advice and support to professionals concerned that a child or young person may be a victim of trafficking. Call CTAC for advice, information and support on 0808 800 5000 or email [help@nspcc.org.uk](mailto:help@nspcc.org.uk).

## 13 Children missing education

### Duties and guidance

The Welsh Government has published [statutory guidance to help prevent children and young people from missing education](#). It provides a practical toolkit to identify children and young people missing education.

## 14 Children who run away/missing children

The [All Wales Child Protection Procedures](#) includes a protocol on children who go missing <http://www.awcpp.org.uk/home/wales-protocols/>. The protocol applies to all children and young people up to the age of 18 and covers:

- children who go missing who are living within their families
- children who are looked after by the local authority who go missing from their placement (including children on remand).

## 15 Disabled children

### Duties and guidance

Chapter 9 of [Safeguarding Children: Working Together Under the Children Act 2004](#) includes guidance on abuse of disabled children.

Chapter 4.7 of the [All Wales Child Protection Procedures](#) covers abuse of disabled children. Where there are concerns about the welfare of a disabled child, they should be acted upon in accordance with the [All Wales Child Protection Procedures](#), in the same way as with any other child. The same thresholds for action apply. It would be unacceptable if poor standards of care were tolerated for disabled children which would not be tolerated for non-disabled children. Where a disabled child has communication or learning difficulties, special attention should be paid to communication needs, ascertaining the child's perception of events, and his or her wishes and feelings.

The [Equality Act 2010](#) covers discrimination law, further strengthening the law to support progress on equality. The Act protects pupils from discrimination, harassment and victimisation based on 'protected characteristics'. Disability is a protected characteristic.

[Part 6 of the Equality Act](#) sets out the duties of schools and local authorities under the Equality Act 2010.

## 16 e-Safety

The Welsh Government encourages schools to make full use of social technologies to engage learners and improve learning outcomes, while also developing learners to be confident and competent digital citizens. In March 2013, the Minister for Education and Skills published a [written statement on the safe and responsible use of social networking sites in education](#) and asked local authorities to work with the Welsh Government on a new and more positive approach. This recognised that for children to develop the skills and knowledge to become confident digital citizens, they need to understand how to use the internet safely, both under supervision and independently.

To help children and young people stay safe online, a [new e-safety zone](#) has been created on [Hwb](#) – the national digital content repository. This provides resources, news and research on staying safe in the digital space by adopting appropriate behaviours and a positive digital presence. It hosts e-safety resources for all schools to help teachers raise awareness of e-safety issues with parents and pupils.

In October 2014, [360 degree safe Cymru, an e-safety self review tool](#) was launched. This allows schools to review their e-safety policies and practices. It provides template policies, in addition to links to good practice guidance, and allows schools to identify areas of strength and weakness and benchmark their progress and improvement against other schools.

In October 2014, the [Digital Literacy and Citizenship Resource](#) was launched. This resource is designed to be used in classrooms to empower pupils to think critically, behave safely, and participate responsibly in our digital world. These free [materials](#), covering foundation phase up to key stage 4/5, are flexible and adaptable. This allows teachers to choose from units from other year groups, for example, in response to events in school, or to recognised national changes in online trends.

## 17 Fabricated or induced illness (FII)

### Duties and guidance

Chapter 5.3 of the [All Wales Child Protection Procedures](#) contains a fabricated illness protocol.

In 2008 the Welsh Government published [Safeguarding Children in Whom Illness is Fabricated or Induced](#).

## 18 Female genital mutilation (FGM)

### Duties and guidance

[The All Wales Child Protocol on Female Genital Mutilation](#) provides advice on safeguarding girls from FGM.

The Home Office has also produced [multi-agency guidelines](#) which outline the actions that should be taken by front-line professionals, such as teachers, health professionals, police officers and social workers, to protect girls and women and offer them the support they need.

In the UK, all forms of FGMs are illegal under the [Female Genital Mutilation Act 2003](#). It is an offence (regardless of their nationality and residence status) to:

- perform FGM in the UK
- assist the carrying out of FGM in the UK
- assist a girl to carry out FGM on herself in the UK
- assist from the UK, a non-UK person to carry out FGM outside the UK on a UK national or permanent UK resident.

The Act also makes it an offence, for the first time, for UK nationals or permanent UK residents to:

- perform FGM abroad
- assist FGM carried out abroad by a UK national or permanent UK resident – this includes taking a girl abroad to be subjected to FGM
- assist from outside the UK for FGM to be carried out abroad by a non-UK person on a girl or woman who is a UK national or permanent UK resident – this includes taking a girl abroad to be subjected to FGM
- assist a girl to perform FGM on herself outside the UK, even in countries where the practice is legal.

Any information or concern that a child is at immediate risk of, or has undergone, FGM should result in an immediate child protection referral.

If you have concerns that a girl or young woman may be taken overseas for FGM then you should also contact the [Foreign and Commonwealth Office](#). [FORWARD](#) is a UK organisation which provides support, counselling and safe space for girls and women to talk about their experiences. They can also educate and work with families to prevent FGM happening to any other girls in the family.

The NSPCC has a 24-hour helpline for anyone who is worried a child is at risk of, or has had FGM. You can call 0800 028 3550 or you can email [fgmhelp@nspcc.org.uk](mailto:fgmhelp@nspcc.org.uk).

## 19 Forced marriage and honour-based violence

### Duties and guidance

HM Government's [Multi-agency practice guidelines: Handling cases of Forced Marriage](#), updated in August 2014, provides step-by-step advice to professionals, including teachers.

It complements the statutory guidance [The Right to Choose](#) which came into force with the launch of the [Forced Marriage \(Civil Protection\) Act](#) in November 2008 and sets the broader strategic responsibilities of chief executives and senior managers in tackling forced marriage locally.

[The Anti-social Behaviour, Crime and Policing Act 2014](#) makes it a criminal offence to force someone to marry. This includes:

- taking someone overseas to force them to marry (whether or not the forced marriage takes place)
- marrying someone who lacks the mental capacity to consent to the marriage (whether they're pressured to or not)
- breaching a Forced Marriage Protection Order

the civil remedy of obtaining a Forced Marriage Protection Order through the family courts will continue to exist alongside the new criminal offence, so victims can choose how they wish to be assisted. Details of the new law can be found on the [Legislation website](#).

[Forced Marriage and Learning Disabilities: Multi-Agency Practice Guidelines](#) helps professionals dealing with the forced marriage of people with learning disabilities. It is designed to help raise awareness and support practitioners in identifying the warning signs of this complex and often hidden practice.

Chapter 9 of [Safeguarding Children: Working Together Under the Children Act 2004](#) includes guidance on forced marriage.

If there are concerns that a child (male or female) is in danger of a forced marriage, schools and FE institutions can contact the UK Government's [Forced Marriage Unit](#), where experienced caseworkers are able to offer support and guidance. Call 020 7008 0151 between 9am-5pm Monday to Friday or email [fm@fco.gov.uk](mailto:fm@fco.gov.uk)

## 20 Foster care, including private fostering

### Duties and guidance

The [Children Act 2004](#) establishes the duty of all local authorities to promote awareness of the need to notify them about any privately fostered children living in their area.

In 2011 the Welsh Government published [Protecting Children, Supporting Foster Carers: A Toolkit for Dealing with an Allegation of Abuse](#) to assist fostering services in the public and independent sectors, and child protection managers in dealing with allegations against foster carers.

Teachers and other professionals should notify the local authority of any private fostering arrangement that comes to their attention where they are not satisfied that the local authority has been, or would be, notified of the arrangement. It is good practice to inform the foster parents of the referral but if it is considered that this could place the child at risk of harm then it is not necessary to obtain consent.

[The Children Act 1989](#) creates a number of offences in connection with private fostering, including failure to notify an arrangement or to comply with any requirement or prohibition imposed by the authority. The [Children Act 2004](#) strengthens local arrangements for notification. Paragraph 7A of [Schedule 8 to the Children Act 1989](#), requires local authorities to promote awareness in their area of notification requirements, and to ensure that such advice as appears to be needed is given to those concerned with children who are, or are proposed to be, privately fostered. This will include parents and private foster carers.

## 21 Foreign exchange visits

### Duties and guidance

Local authorities and schools have a duty to ensure that appropriate arrangements are in place to safeguard and promote the welfare of children, under [Section 175 of the Education Act 2002](#) and [Section 28 of the Children Act 2004](#). It is important that schools and local authorities are clear about how they continue to meet their statutory duties for safeguarding children when making arrangements for foreign exchange visits.

### Foreign exchanges organised by schools

It is a matter for local authorities and schools to satisfy themselves when considering making arrangements to allow a host family in Wales to have contact with a visiting child, that the members of the host family are not included on a barred list. Advice should be sought from the Disclosure and Barring Service (DBS). The DBS cannot access criminal records held overseas. Foreign host families cannot be checked in the same way by local authorities and schools in Wales when pupils stay abroad. Schools should work with partner schools abroad to ensure that similar assurances are undertaken prior to a visit. If they wish, local authorities and schools can contact the relevant [foreign embassy](#) or High Commission of the country in question and find out if similar checks can be done in that country.

### Foreign exchanges organised by parents and carers

Where parents organise a foreign exchange, or exercise their own judgment and accept the responsibility for selecting the host family, it is considered to be a private arrangement between the two

families and therefore falls within the scope of a 'family and personal arrangement'. Therefore, DBS checks are not required. In such cases it is likely that a relationship has been established between the two families over time, so that the parents can make an informed choice about sending their child to stay with the host family.

## 22 Gender-based violence, domestic abuse and sexual violence

The Welsh Government has adopted the following definitions in the [Genderbased Violence, Domestic Abuse and Sexual Violence \(Wales\) Bill](#).

- **Domestic abuse** is physical, sexual, psychological, emotional or financial abuse where the victim is associated with the abuser.
- **Gender-based violence** is violence, threats of violence or harassment arising directly or indirectly from values, beliefs or customs relating to gender or sexual orientation, female genital mutilation and forced marriage.
- **Sexual violence** includes sexual exploitation, sexual harassment, or threats of violence of a sexual nature.

Women and men can be victims of domestic abuse within heterosexual, lesbian, gay, bisexual and transgender relationships. They can also suffer abuse from other family members. However, the majority of domestic abuse is perpetrated by men against women and their children. Young women aged 16 to 24 years are most at risk of being victims of domestic abuse.

### Duties and guidance

The [Service Framework to meet the needs of people with Domestic Abuse and Substance Misuse Problems](#) is designed to assist domestic abuse and substance misuse care planners, commissioners and providers, to establish robust links between domestic abuse and substance misuse services which will provide a seamless care pathway for all clients.

The [All Wales Child Protection Procedures](#) includes the [All Wales Practice](#)

### [Guidance on Safeguarding Children and Young People Affected by Domestic Abuse](#)

to support practitioners in responding to concerns.

The Gender-based Violence, Domestic Abuse and Sexual Violence (Wales) Bill is a key priority for the Welsh Government. Alongside a package of additional policy measures, it will build on the progress made under the 'Right to be Safe' Strategy (2010), for tackling all forms of violence against women and domestic abuse, which includes advice on 'enhancing our response in schools.' The draft legislation focuses on three specific areas: improving leadership and accountability, improving education and awareness, and strengthening services in Wales. Statutory guidance to support the legislation will be published when the legislation becomes law and the Welsh Government will consider how this guidance might impact on safeguarding arrangements in education.

### Link between domestic abuse and child abuse



There is a strong link between domestic abuse and the abuse and neglect of children. One in three child protection cases shows a history of domestic violence to the mother. Young people in violent households are three to nine times more likely to be injured and abused, either directly or while trying to protect their parent. One in five child abuse cases dealt with by the NSPCC involves domestic abuse. In ninety percent of those cases, young people are present in the home and are affected while abuse is going on; and in about half the cases, there is abuse to the young person too.

### **Responding to concerns**

Where school staff have cause to believe that a young person is at risk from, is the subject of, or is living in a household with violence or abuse, the DSP should be informed immediately and action taken in accordance with the [All Wales Child Protection Procedures](#).

When the abuse is between adults in the household, the young person can be provided with advice on who can help, including local police, local domestic abuse advocacy services (please refer to locally produced information), the All Wales Helpline (0808 8010 800) or children's social service departments.

The National Training Framework for Wales on gender-based violence, domestic abuse and sexual violence will set out the level of training appropriate for education-based staff. All relevant professionals must be able to 'Ask and Act' in relation to gender-based violence, domestic abuse and sexual violence. In practice, this means that all professionals likely to come into contact with those who may be experiencing abuse can identify the indicators of this experience and respond appropriately to that person.

### **Proactive approaches**

Prevention work should be integrated, where practical, into all aspects of school life and addressed at all appropriate points in the curriculum, for example in English, Welsh, Religious Education and [Personal and Social Education \(PSE\)](#). High quality PSE helps to create a positive school ethos where pupils have a safe environment in which to learn and have the opportunity and confidence to share concerns with others. Discussing the issues and listening to the views and opinions of peers can help change attitudes and provide support. When discussing sensitive issues within PSE or any school context, these need to be presented in a balanced way and ethical issues discussed objectively. However, it is equally important to equip learners to take responsibility for their behaviour in their personal relationships and how to recognise inappropriate behaviour.

## **23 Physical contact with pupils, including restraint**

### **Duties and guidance**

[Under section 93 of the Education and Inspections Act 2006](#) all school staff are able to use such force as is reasonable in the circumstances to prevent a pupil from doing, or continuing to do, any of the following:

- committing any offence (or, for a pupil under the age of criminal responsibility, what would be an offence for an older pupil)
- causing personal injury to, or damage to the property of, any person (including the pupil himself)

- prejudicing the maintenance of good order and discipline at the school or among any pupils receiving education at the school, whether during a teaching session or otherwise.

There is no legal definition of when it is reasonable to use force. That will always depend on the precise circumstances of individual cases. To be judged lawful, the force used would need to be in proportion to the consequences it is intended to prevent. The degree of force used should be the minimum needed to achieve the desired result. Use of force could not be justified to prevent trivial misbehaviour.

It is always unlawful to use force as a punishment. This is because it would fall within the definition of corporal punishment, abolished by Section 548 of the Education Act 1996.

In 2005 the Welsh Government issued the [Framework for Restrictive Physical Intervention Policy and Practice](#) to provide advice to all statutory agencies to enable a common framework of principles and expectations. In 2014 specific guidance to education services on [Safe and effective intervention: The use of reasonable force](#) and searching for weapons was issued.

A school's policy on use of force should be consistent with, but not necessarily part of, its behaviour policy. The Welsh Government guidance on the promotion of positive behaviour and school behaviour policies can be found in the [Inclusion and Pupil Support Circular 47/2006](#). It should also be consistent with the school's policies on child protection and health and safety.

## 24 Radicalisation

### Duties and guidance

In 2011, Welsh Government published guidance [Respect and resilience: Developing community cohesion – a common understanding for schools and their communities](#) which sets out the role that schools have in developing and supporting strategic approaches to promoting and maintaining community cohesion and eradicating violent extremism.

In 2012 the UK Government launched a refocused [Prevent](#) strategy. This strategy contained objectives to:

- respond to the ideological challenge of terrorism and the threat from those who promote it
- prevent people from being drawn into terrorism and ensure that they are given appropriate advice and support
- work with sectors and institutions where there are risks of radicalisation that we need to address.

[Channel](#), a key element of the [Prevent](#) strategy, is a multi-agency approach to protect people at risk from radicalisation. Channel is about safeguarding children and adults from being drawn into committing terrorist-related activity. Channel uses existing collaboration between statutory safeguarding partners (such as local authorities, the police, the NHS and youth and offender management services) to:

- identify individuals at risk of being drawn into terrorism
- assess the nature and extent of that risk
- develop the most appropriate support plan for the individuals concerned.

For more information about the Home Office's radicalisation awareness training product Workshop to Raise Awareness of Prevent (WRAP) email [WRAP@homeoffice.x.gsi.gov.uk](mailto:WRAP@homeoffice.x.gsi.gov.uk).

If you have a concern about a child in respect of extremism and the support options are not available locally, talk to your LSCB police representative who will be able to discuss support options.

To report suspected online terrorism content please follow this [link](#). You can also refer content of concern directly to social media platform – find out how on <http://www.saferinternet.org.uk/advice-and-resources/teachers-andprofessionals/safety-features>

## 25 Sexually active young people

The [Sexual Offences Act 2003](#) sets the legal age for sexual activity at 16. It further states that children under the age of 13 are of insufficient age to give consent to sexual activity. In law, sexual activity with a child under the age of 13 years is a serious offence and reflects society's view that children of less than 13 years of age should not be sexually active and that their level of vulnerability to exploitation and sexual grooming is potentially significant.

All young people, regardless of gender, or sexual orientation who are believed to be engaged in, or planning to be engaged in, sexual activity must have their needs in respect of their health, education, support and/or protection assessed by the agency involved. This assessment must be carried out in accordance with the [All Wales Child Protection Procedures](#). Professionals working with young people should be fully aware of the 5 points of the Fraser guidance in respect of the young person's capacity:

- the young person will understand the professional's advice
- the young person cannot be persuaded to inform their parents
- the young person is likely to begin, or to continue having, sexual intercourse without contraceptive treatment
- unless the young person receives contraceptive treatment, their physical
- or mental health, or both, are likely to suffer
- the young person's best interests require them to receive contraceptive advice or treatment with or without parental consent.

### Duties and guidance

The [All Wales Child Protection Procedures](#) includes a protocol on safeguarding and promoting the welfare of sexually active young people (chapter 5.4), and is designed to identify where these relationships may be abusive and where children and young people may need to be safeguarded.

### Children under the age of 13

Under the [Sexual Offences Act 2003](#) children under the age of 13 are of insufficient age to give consent to sexual activity. In all cases where the sexually active young person is under the age of 13, a full assessment must be undertaken by the agency involved. Each case must be assessed individually and consideration must be given to making a child protection referral to social services.

A decision not to refer to social services can only be made following discussion of the case with the child protection lead within the professional's employing agency. When a referral is not made, the professional and agency concerned is fully accountable for the decision and the reasons for the decision must be clearly recorded.

When a girl under the age of 13 is found to be pregnant, a referral must be made to social services where an initial assessment will be completed and a strategy meeting or /discussion will take place, which will include representatives from health and education.

[Safeguarding Children: Working Together Under the Children Act 2004](#) (chapter 8, paragraph 8.29) states that where agencies have concerns that a criminal offence might have taken place then the case should be referred to the police without delay.

### **Young people aged between 13 and 16**

The [Sexual Offences Act 2003](#) reinforces that, while mutually agreed, non-exploitative sexual activity between teenagers does take place and that often no harm comes from it, the age of consent should still remain at 16. This acknowledges that this group of young people is still vulnerable, even when they do not view themselves as such.

Sexually active young people in this age group will still need to have their needs assessed using the All Wales protocol. Discussion with social services will depend on the level of risk or need assessed by those working with the young person. Consideration should be given to making a referral if the young person becomes pregnant or has a miscarriage or planned termination.

This difference in procedure reflects the position that, while sexual activity under 16 remains illegal, young people under the age of 13 are not capable of giving consent to sexual activity.

### **Young people aged between 17 and 18**

Although sexual activity in itself is no longer an offence over the age of 16, young people under the age of 18 are still offered the protection of child protection procedures under the [Children Act 1989](#). Consideration needs to be given to issues of sexual exploitation through prostitution and abuse of power in circumstances. Young people can still be subject to offences of rape and assault and the circumstances of an incident may need to be explored with a young person.

For young people over the age of 16 and under the age of 18, there will be an imbalance of power and the child or young person will not be deemed able to give consent if the sexual partner is in a position of professional trust or is a family member as defined by [the Sexual Offences Act 2003](#).

## **26 Substance misuse**

The Advisory Council on the Misuse of Drugs' (ACMD) report [Hidden Harm – Responding to the needs of children of problem drug users](#) estimated that that there could be as many as 17,500 children and young people in Wales living in families affected by parental drug misuse, and that 64,000 Welsh children may be adversely affected by parental alcohol problems.

### **Duties and guidance**

Chapter 9 of [Safeguarding Children: Working Together Under the Children Act 2004](#) includes a section on safeguarding the children of substance misusing parents.

The Welsh Government's [Substance Misuse Delivery Plan 2013 – 2014](#) supports its 10-year strategy [Working Together to Reduce Harm: The Substance Misuse Strategy for Wales 2008-2018](#) and sets out the actions to be taken to reduce the harm caused by substance misuse.

[Guidance for Substance Misuse Education](#) was published in July 2013. The [guidance](#) provides detailed information relating to the delivery of appropriate substance misuse education according to curriculum requirements and specific need, and substance misuse incident management including support, legislation and good practice.

[Working Together to Reduce Harm: The Substance Misuse Strategy for Wales 2008-2018](#) places particular emphasis on prevention work with children and young people in relation both to alcohol and other substances. The Welsh Government aims to reach a position where no-one in Wales is ignorant either of the consequences of misusing drugs or alcohol, or where they can seek help and support.

School-based counselling services also provide personal support for children and young people who wish to discuss their problems, including substance misuse, with an independent adviser. The Welsh Government's [National Strategy on School based Counselling Services in Wales](#) highlights the need for counselling services to develop protocols for working with other agencies, including referrals to substance misuse agencies.

The Welsh Substance Misuse Helpline, [DAN 24/7](#), provides easy access 24 hours a day to information and advice, including where to access further support or treatment.

## 27 Suicide

### Duties and guidance

[Talk to Me: the national action plan to reduce suicide and self harm in Wales](#) was published in 2009. The action plan is aimed mainly at people who are at highest risk. The plan has seven key commitments and these are to:

- promote mental health and wellbeing
- deliver early intervention
- respond to personal crisis
- manage the consequences of suicide and self harm
- promote learning and research and improve information on suicide and
- suicide prevention
- work with the media to ensure appropriate reporting on mental health and suicide
- restrict access to the means of suicide.

The [Help is at Hand](#) self-help guide is for the benefit of those bereaved by suicide and was published in 2013. It is aimed at a wide range of people who are affected by suicide or unexplained death, not just

relatives or friends, but also healthcare and other professionals who come into contact with bereaved people, to assist them in providing help and to suggest how they themselves may find support if they need it.

## **28 Teenage intimate partner abuse**

There is emerging evidence that abuse within young people's relationships at least mirrors the levels of prevalence seen in adult relationships and the data which outlines significant levels of high risk abuse.

Recent work by Co-ordinated Action Against Domestic Abuse (CAADA) found most teenage victims in the study were experiencing abuse perpetrated by a current or ex-intimate partner and were not living with the perpetrator. Teenage victims were more likely than adult victims to be abused by more than one perpetrator.

Young person relationship abuse affects both genders, although more girls reported that the abuse was repeated and that severity worsened after the relationship had ended. Girls also reported a greater negative impact on their welfare than boys. Although research findings show that girls experience this type of abuse more frequently than boys, they experience the impact differently. Girls report a much more significant negative impact whereas boys tend to minimise the impact of violence. Boys also tend to minimise their own use of violence and may refer to it as 'messaging around' (NSPCC 2009).

Boys are also affected by gender stereotypes and may feel under pressure to behave in an overtly masculine or 'macho' way towards girls and women. Gender equality education can help to address the media portrayal of both genders and help to engage both boys and girls to identify healthy and unhealthy relationships.

Abuse may take the form of physical, sexual, emotional and overtly controlling behaviour, which might involve stopping the young person from seeing their friends or going out, telling them what they can and cannot say, threatening them or isolating them from friends and family.

### **Risk indicators**

Education professionals may not directly witness any of these behaviours, but may see signs that a young person is in an abusive relationship.

Experiencing relationship abuse can have a detrimental effect on the young person's educational participation and achievement. They may start missing lessons or not completing homework, and the quality of their work may suffer. If a young person doesn't feel safe they may avoid coming to school altogether or stay late rather than having to meet their girlfriend/boyfriend outside school.

### **Responding to concerns**

Concerns should be reported in the same way as all other safeguarding issues. The NSPCC and the Association of Teachers and Lecturers have written a checklist for developing relationship abuse policies within schools. It is available at: [www.nspcc.org.uk/relationshipabuse](http://www.nspcc.org.uk/relationshipabuse).

Abuse in young people's relationships tends to escalate more quickly than adult relationships and is likely to be as or more severe in its nature. Whilst schools and colleges can provide safe havens for

young people at risk, it is also possible that a victim and the person who is abusing them will attend the same school or college and/or be part of the same social circle.

### **Proactive approaches**

Teaching what constitutes a healthy relationship, through sex and relationship education, is central to safeguarding. Implicit within this is challenging stereotypes, such as female passivity and male aggression, and recognising that relationship abuse can happen to anyone, no matter what their gender, social background or sexual orientation.

As part of the safeguarding response to relationship abuse, schools should identify strategies to support pupils who demonstrate abusive behaviour to change their behaviour. These strategies could include involvement of parents, if appropriate, referral to counselling and other forms of support, or locating a specific programme for young people who are abusive in their relationships.

## **29 Health and Safety**

The school has a Health and Safety Policy which is monitored regularly by the school Governing Body. The Headteacher and Governors oversee the Policy and staff are required to report any concerns to the Headteacher who will either carry out or arrange an initial examination, assessing what remedial action needs to take place. The Policy addresses fire drills, and efficient emergency evacuation from the building, health and safety risk assessments, fire risk assessments and procedures for addressing critical incidents.

## **30 Equal Opportunities**

The school's statement on Equal Opportunities is published in the School Prospectus and the school's Equal Opportunities Policy.

Children with disabilities must be able to take a full and active part in every lesson and every measure must be taken to ensure this. Further details are provided within the school's Equal Opportunities Policy, which is published as a separate document.

## **31 Harassment and Discrimination**

The school's response to issues of harassment and discrimination is included within the Equal Opportunities Policy/are addressed in a separate document.

The school will not tolerate any issues of harassment and discrimination, whether carried out by adults or children, and its response to such issues is included within the above Policy.

## **32 Racist Abuse**

Along with its Equal Opportunities Policy, the school also has a Race Equality Policy. It is important to the Governing Body for pupils at the school to be prepared to live in an ethnically diverse society. The school will make every effort to promote racial equality and harmony by preventing and challenging racism. Racism is tackled in both the RE and PSE curriculum and further information regarding the strategies used by the school to address allegations of racism are set out in its separate Race Equality Policy. The children take part in discussions designed to raise awareness and address prejudices. From time to time, visitors work with the children also and all racist incidents are reported to the Local Authority and Governing Body when they occur.

### **33 Drug and Substance Abuse**

The school maintains a separate Drug and Substance Misuse Policy, which is linked to the school's Behaviour Policy, and provides appropriate support for any children who may be involved in drug and substance abuse. In addition, these issues are addressed, on a regular basis, as part of the curriculum and further details are provided in the school's separate policy on Drug and Substance Abuse.

### **34 First Aid**

**The school has trained members of staff who take responsibility for First Aid. The staff responsible for First Aid are:- Mrs Siân Richards and Miss Catrin Lewis.**

First Aid equipment is stored in the Reception area and a travel First Aid kit is available for off-site activities. Detailed procedures as to action to be taken in the event of an accident or a child falling ill are included within the First Aid Policy which is a separate document.

### **35 Pupils with Medical Conditions**

The school's stance in relation to the administration of medication is that members of staff will only give medicines when the parent has completed and signed the appropriate form requesting that staff administer medication; the decision to meet the request is at the discretion of the Headteacher/or members of staff will only give medication when the requirement is set out in a Healthcare Plan provided through the school Nursing Service. Teachers are entitled to refuse to administer medication and, in the event of a pupil attending the school who requires medication, either on a regular or emergency basis, arrangements will be made for non-teaching staff to administer the medication if teachers are not prepared to undertake this task. Appropriate training is provided for staff required to administer such medication as diazepam, midazolam, epipens etc.

For matters of an intimate nature, arrangements for support of such pupils within the school will be agreed prior to admission of the pupils and every effort will be made to maintain the dignity of the young person involved.

Further details in relation to administration of medication are provided in the school's Administration of Medication Policy which is a separate document and is based on Welsh Government Circular No: 003/2010 Access to Education and Support for Children and Young People with Medical Needs.



### **36 Sex and Relationships Education**

The provision of sex and relationships education is addressed through a separate policy covering this aspect **or** the school's PSE Policy **or** the school's Curriculum Policy.

### **37 Safeguarding in the Curriculum**

The school's curriculum addresses Safeguarding issues in two ways. In the first instance, the curriculum, in subjects such as personal and social education, discusses relevant issues with the children and topics such as drugs, sex and relationships are included within this subject. Children are encouraged to explore and discuss these issues. Secondly, the curriculum is designed so that safety issues within each subject are discussed and safe practices taught for example using equipment properly in PE and Design and Technology. The school audits all its schemes of work to ensure that Safeguarding is addressed. At all times, appropriate staffing levels are provided within the teaching environment and, when children are taught offsite, the required adult: pupil ratios are maintained. The school will use visiting speakers, where appropriate, in order to enhance the learning experiences of the children and young people.

### **38 Safety on Educational Visits**

**The member of staff responsible for educational visits is the headteacher.**

All educational visits are carried out in accordance with the Authority's guidance on undertaking educational visits and this guidance includes adult ; pupil ratios, the organisation of transport, ensuring a CRB check of the transport driver, appropriate comfort breaks, appropriate curricular opportunities, and means of emergency communication. Further details are provided in the school's Educational Visits Policy, which is a separate document.

### **39 Welfare of Pupils on Extended Vocational Placements**

Where a pupil is involved in ongoing work experience or other vocational placements, the school will make regular visits to the young person to ensure their welfare is being maintained. The young person will be encouraged to report any concerns and issues of work experience are addressed in a separate policy.

**The school's contact for work experience and other vocational placements is: N/A**

### **40 Site Security**

The school makes every effort to provide a secure site and therefore, all people on the site have to adhere to the rules that govern it. The arrangements for maintaining site security are included in the Health and Safety Procedures, the Risk Assessments, the Traffic Management Policy and the Staff Handbook.

#### **41 Attendance**

It is recognised that children who truant by either not attending school when their parents believe that they are there or who abscond from school without permission, place themselves at risk and, therefore, the school maintains a separate Attendance Policy. This addresses such issues as procedures for parents to report the illness of a child, contact with the home in the event of an absence, the involvement of the Education Welfare Officer, publication of attendance rates and reporting of information, in respect of attendance to the Governing Body and the Local Authority. In addition, it includes positive measures to encourage children to attend regularly and punctually at the school. It also makes reference to the Authority's entitlement to take legal action against parents who do not ensure good attendance and punctuality.

#### **42 Safe Recruitment**

The school adheres to the Authority's guidance in relation to safe recruitment and this includes the involvement of a Governor or member of staff who has undertaken Safer Recruitment training, provided by Human Resources, on all appointment committees, the inclusion of safeguarding questions in the interview and the taking up and retention of written references for successful candidates. The headteacher ensures that all staff, governors and volunteers working with children are in possession of a valid DBS certificate. Arrangements for recruitment are set out in a separate recruitment policy.

#### **43 Induction**

All new members of staff and new volunteers are provided with induction in relation to their role and this induction, either before the role is taken up at the school or immediately after the role is taken up at the school includes being given a copy of the Safeguarding and Child Protection Policy. It is expected that this will be read by the member of staff/ volunteer, and a signature obtained to prove that they have read the document. Understanding of the document will be clarified through a conversation between the member of staff/volunteer and the Designated Teacher for Child Protection, or their Deputy.

#### **44 Welcoming Visitors**

Arrangements for the welcoming of visitors are included within the site security arrangements, referred to above.

#### **45 Behaviour and Discipline**

Issues of behaviour and discipline are addressed in separate policies and these include such issues as rewards for appropriate behaviour and sanctions where behaviour is inappropriate.

#### **46 Photographing and Videoing**

The issue of photographing and videoing school events is addressed in a separate policy.

#### **47 Whistleblowing**

Whistleblowing is covered in a separate policy. If members of staff have any concerns about the behaviour or intentions of any person within the building, school grounds or in the proximity of children, they have a professional duty to inform the management accordingly. This can be done in writing or verbally but staff should be prepared to discuss issues in the confidence that any such matter will be dealt with sensitively and with the necessary degree of confidentiality.

#### **48 Communication with Parents and Learners**

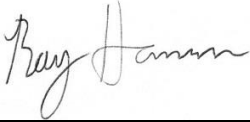

The school makes parents aware of its Safeguarding Policy and Procedures, and the need to share information with other agencies if necessary, when admitting pupils. On admitting pupils, the school will also seek clarification as to who has parental responsibility, in respect of the pupil, and, in relation to non-custodial parents, will ensure that they receive their entitlement in respect of information regarding school events, as provided to any other parent, and reports on progress in respect of the pupil(s) concerned. Learners are made aware of what to do if they have a concern through discussions in PSE lessons and information posters placed around the school.

#### **49 Activities beyond the School Day**

All school activities which extend beyond the school day, including breakfast clubs, out of school clubs, lunch time activities and educational visits, are fully covered by the school's Safeguarding and Child Protection policies. Any issues of a Child Protection concern and consideration of Safeguarding matters that relate to these activities, are responded to in accordance with the school's Child Protection Policies and Procedures. When outside bodies make use of the school premises, outside of the school day, for example community activities on school premises, the organisers of these activities must assure the headteacher and the designated teacher for Child Protection that they have in place appropriate Child Protection and Safeguarding policies which reflect the All Wales Child Protection Procedures if their activities involve children. The governing body reserves the right to terminate agreements for the use of the school premises, outside of the school day, where it is their responsibility, if they become aware of failings in terms of Child Protection or Safeguarding. In instances where the governing body does not have the authority to terminate the arrangement, it will ensure that such matters are referred, as a matter of urgency, to the controlling body.

#### **50 Complaints**

The school has in place a Complaints Procedure, which is based on the model included in Welsh Government Circular: 011/2012, *Complaints Procedures for School Governing Bodies in Wales*, and, in addition, has complaints information for children so that children, staff and the public are able to submit their complaints, in respect of the school, including Safeguarding complaints and concerns that Safeguarding action has not been taken.

	Name	Signature	Date
Chair of Governors	Mr Ray Hanson		15.10.18
Head Teacher	Mr Ceri Emanuel		15.10.18

Review Date	Autumn 2019
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