



Jamiah Farooqiah Bradford

432 Barkerend Road, Bradford BD3 8QJ

Charity No 1156647

www.JamiahFarooqiah.Wix.com/index

Email: JamiahFarooqiah@gmail.com

Child Protection Officer

The child protection officer (CPO) will promote all aspects of safe guarding and will actively work with all statutory agencies. The CPO will oversee all relevant training for staff members.

It is a mandatory duty for all Members of staff (paid and unpaid) to report any suspicious activities, or disclosures to the named person below as first point of contact on issues relating to all child Protection matters.

Name

Mobile Number

Roles and responsibilities

- All staff should be aware who to approach if they have any concerns relating to a child/young person.
- Ensure any concerns about a child/young person are acted upon quickly; all incidents should be recorded immediately. Always follow it up to ensure the pending issues have been addressed.
- The first witness will record the incidents in the presences of the CPO; all data must be kept confidential and in a secure place.
- Senior staff will keep staff members well informed and provide, support, guidance and advice on child protection matters including child protection training.
- Chair and/or Secretary of the Mosque/Madrassa should always be informed of **all** incidents or any action taken or any further action that is required. Failure to do so can be deemed as gross misconduct.
- To follow agreed madrassa procedures and liaise with Children's Services and other statutory agencies as appropriate