COTTESMORE SCHOOL

Independent Person Policy

Introduction

The school has a system whereby any child who wishes to talk to an independent adult can do so. Cottesmore's Independent Person is a daughter of one of the previous Governance Advisors.

Her contact details are:

Ruth Calvert

Tel:07836527328

Email: ruthcalvert@hotmail.com

Her details can be found on the Happiness Charter poster which can be found in every room in the school including by the phones in the Hall.

The Independent person system is confidential and the independent person is under no obligation to inform the school of any calls. The school also has access to a local counsellor.

Notes on Independent Person

The National Minimum Standards for Boarding Standards (NMS) requires schools to appoint an independent person, as a possible 'safety valve' for pupils with concerns or problems.

The following procedure is to be followed in any appointments:

1. Appointment procedures to follow the NMS Staff recruitment standards.
2. The position is subject to the usual child protection, welfare and 'whistle-blowing' requirements
3. Offer an appropriate job description and briefing / induction
4. Make it clear that the position, which is an unpaid and voluntary role, is independent of the main lines of school management, but still subject to the school's specification and organisation
5. Ensure Independent Person's knowledge of 'school norms and expectations'
6. There needs to be an awareness of perception of Independent Person's other roles (eg policewoman, governor, doctor, vicar, counsellor, local dignitary)
7. There must be clear rules on confidentiality – and duty to breach if informed of safeguarding risk to pupil or other pupils and there must be no absolute guarantees of secrecy

Reviewed by Compliance Officer September 2026
To be reviewed September 2027

8. Clarify relationship with his / her own other professional expectations and codes – religious, medical
9. Increase pupils awareness – person, role, rules, access