



# PROTOCOL FOR INDEPENDENT LISTENER POLICY

*May Reid*

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**Signed – Governor**

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**Print Name**

**Date:** December 2017

**Review:** December 2019

## **INDEPENDENT LISTENER PROTOCOLS**

Falconer is responsible for the selection of the Independent Listener, their training, and their professional support and for the administration of the scheme. Independent Listeners are appointed by Falconer only after selection, training and having had satisfactory references and an enhanced Criminal Records Bureau check.

The independence of the service is important to Falconer School. The School will ensure that neither the visiting Independent Listener nor his/her partner is associated with or is engaged in any other contractual/provider relationship with Falconer.

Falconer's Terms of Agreement includes an undertaking to conform to the School's Equal Opportunities Policies, Equalities Code of Conduct for Staff, Confidentiality Policy, Child Protection/Safeguarding and Practice Guidelines.

### **Insurance**

Falconer accepts responsibility for the insurance cover of the Independent Listener whilst working within the school and its grounds. All Independent Listeners have public liability insurance arranged for their independent listening work.

In the event of any dissatisfaction on either side the person representing Falconer and the Independent Listener should meet to try to resolve it.

Copies of Falconer's formal Complaints Procedure can be obtained from the School Office. A complaint should be sent to the School Manager.

The visiting Independent Listener will be notified that a new person has been admitted into School House.

An Independent Listener will establish a pattern of regular visits.

### **Independent Listener Arrangement**

Falconer will ensure that boarders will be given information about the Independent Listener visit.

When the visiting advocate supports a boarder to raise issues, these will be responded to by Falconer.

When a boarder requests access to any records relevant to the situation to which the boarder would have access, the advocate will be available to provide support for the young person.

The school will also make available the most recent version of the following information:

Statement of Purpose

Safeguarding / Child Protection Policy

Complaints Procedure

Any other relevant written information given to the children

### **Visiting Arrangements**

The visiting Independent Listener visits approximately 3 times each half term (assuming six half terms) up to a total of 18 visits per year.