

A child may choose to talk to you about something which concerns them.

It is important to:

1. Always take what a child says seriously
2. Listen but do not investigate (**TED**: Tell me, Explain to me, Describe to me)
3. Report what was said factually on a purple form from the staff room or Reception classroom kitchen, completing all sections carefully and making sure you sign it. You must give this form to one of the DSLs immediately.
4. Observe confidentiality with colleagues, family and friends
5. If you cannot contact the school, please call social services directly on 0300 126 1000

In some circumstances, you may have concerns about the conduct of another adult. It is important you inform a DSL immediately. If the concern is about the head teacher, you may contact the Chair of Governors correctly according to our “whistleblowing” policy. This phone number can be obtained from the safeguarding notice board in the staff room.

Useful Contacts:

Children’s Social Care Service	0300 126 1000
Local police	03000 111 222 or 101
NSPCC	0808 800 500
Childline	0800 1111
CEOP (for online concerns)	https://www.ceop.police.uk/safety-centre/



Safeguarding Children:
Good Practice Guidelines
for volunteers and visitors



General information for all adults who come into contact with children and young people in our school.

All adults have a duty of care towards the welfare of children and young people and are responsible for:

- Health & safety
- First aid
- General well-being
- Child protection

This leaflet is designed to help everyone involved to understand the importance of working safely with children.

The Designated Safeguarding Leads (DSLs) for our school are:

		
Mrs. Alison Willis Head teacher Safeguarding Lead	Mrs. Jackie Beadsworth Deputy head, Y6 teacher Deputy DSL	Mrs. Catherine Parris Reception/Y1 teacher Deputy DSL

School phone number: 01536 710124

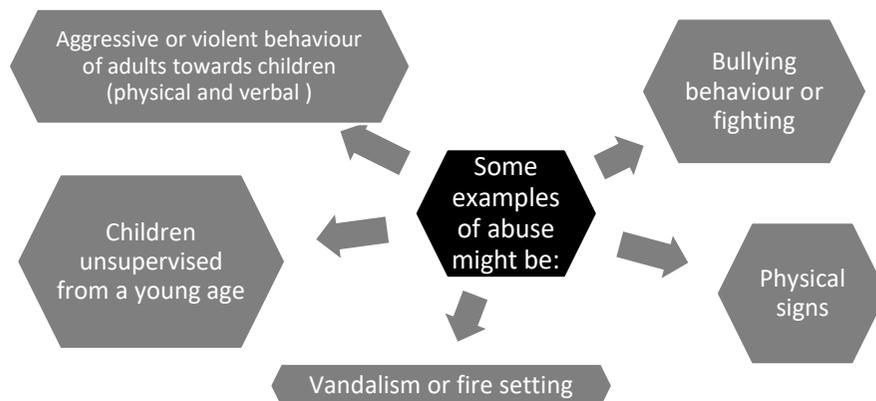
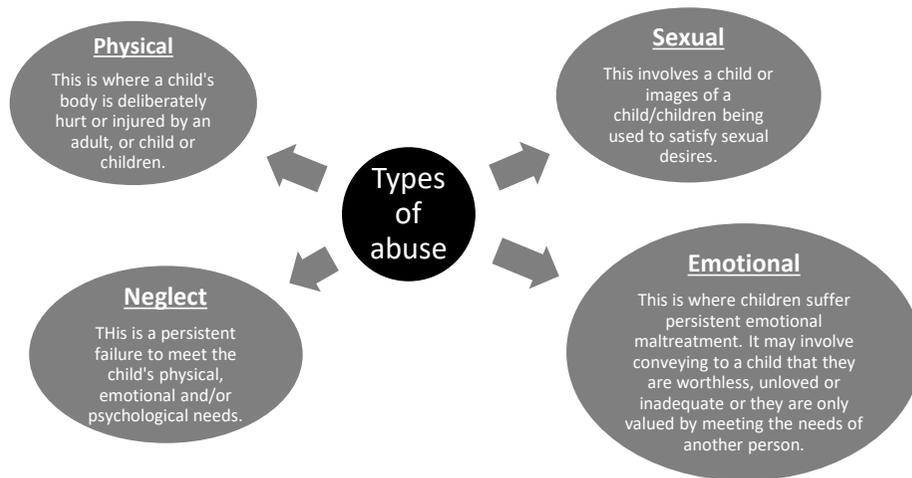
Chair of Governors: Lisa Pruden

School Governor with Safeguarding responsibilities: Steph Smith

Safeguarding

Safeguarding and promoting the welfare of children is **everyone's** responsibility. Everyone who comes into contact with children and their families has a role to play. In order to fulfil this responsibility effectively, all practitioners should make sure their approach is child-centred. This means that they should consider, at all times, what is in the best interests of the child. (KCSIE 2018)

What is child abuse?



You can help keep our children safe by acting in a professional manner:



always wear one of our lanyards



your mobile phone needs to be secured in the staffroom – it should not be used near children for any reason



avoid being alone in any situation with a child as you may both be vulnerable



be polite and friendly but not forging relationships with children not making favourites



avoid making physical contact unless necessary when a child is injured and/or there is an emergency

