



All the ways we protect and care for children

What follows below are the details about what we do to ensure your child's well being.

To ensure children's well being the school ensures the following aspects of best practice;

Health

- A First Aid policy, staff training and provision of enough trained staff both on and off the school site (e.g. for trips and visits)
- Paediatric First Aid training and provision of enough trained staff both on and off the school site (e.g. for trips and visits)
- Audiology and School Nurse access to ,and work in, school
- Regular Epilepsy, Asthma and Anaphylactic shock training for all staff
- Management of medicines policy and work.

Site Safety

- Fire Warden training and regular Fire Drill practices
- Lockdown and Emergency closure procedures
- Risk assessments - for children's time in school and out with school
- Health and Safety inspections by Governors
- On going regular site repairs and safety

E safety

- Internet safety guidance and teaching/learning for parents and children
- School policy for the use of photographs /videos on the website or in the press-shared with parents and carers
- Staff Alternative User Policy regarding the use if IT equipment
- The ability of all staff to report to CEOP as appropriate
- Data Protection and Freedom of Information policy-shared with parents/carers

Staffing and recruitment

- Safer Recruitment of staff policy
- Staff Code of Conduct setting out professional guidelines
- Outside Instructors (AOTTS) policy-ensuring they are trained and that their school induction is completed
- Volunteers safeguarding training
- Governor monitoring visits
- Whistle blowing policy and knowledge of hoe to raise a concern with the LADO
- Protective behaviour and physical handling support from trained staff.
- Trained teachers who are responsible for helping children if they raise a concern/disclose a concern.

To ensure the effectiveness of the above processors we have a comprehensive training scheme for staff.



Training for staff.

We have a number of **staff trained to refer children to Social Care** for additional support as necessary. Their names are on the main website page and also given below.

In addition **every staff member** who is part of the staff community (Cleaners, Cooks, Midday Meals Supervisors, Site Agent, Teaching Assistants, Special Needs Support assistants, Senior Leaders, all Class teachers and School Administration team members) **attends regular face to face safeguarding training** so they know how best to support children and how to refer any concerns regarding children.

We believe face to face training gives much better training and therefore much better protection to our children than on line training.

Ongoing work to protect children

We have a large team of qualified **first aiders** and also have a number of staff trained as **paediatric first aiders**. They attend courses to be kept up to date with current practice. All staff have regular **Anaphylactic, epilepsy and asthma training with the local school nurses**.

Fire Drills are practised regularly and the Site Agent and SOA have both been trained as Fire Wardens.

We have **risk assessments in place** for PE activities, all trips and visits off site and for the Year 4 Residential to ensure the children's well being.

We also **protect the staff** and ensure they have read and understood the Safer Conduct in schools policy, the whistle blowing policy and know the procedures for first aid, protective behaviours, physical handling, lockdown procedure and Emergency closure.

Roles and Responsibilities

Concerns about children

The school **Governors take Safeguarding very seriously** and have a nominated Governor for Safeguarding who visits school regularly. There are two Governors who conduct the annual Health and Safety inspection and one Governor will leads on SEND, who also monitors safe practice through her Governor visits.

Governor contacts

Safeguarding Governor	Sarah Waller
SEND Leads Governor	Kirsti Meacham
Health and Safety	Dee Curtis and Jacqui Hebert



Parental responsibilities

Any person who has a concern about the well being of a child should bring their concerns to any one of the following staff members;

Mrs Spencer	(Head teacher) Designated Teacher for Child Protection Looked After Child and Visual School lead teacher
Mrs Collins	Lead teacher (Deputy Head teacher
Mrs Taylor	Designated teacher for children with Hearing Impaired needs
Mrs Mallett	Lead teacher –CAF Trained
Mrs Edwards	Trained and with key responsibility for Early Years

Or, if in the very unlikely situation that none of the above were available, contact their child's class teacher who will inform the staff above.

Concerns about Staff

If there is a concern about a staff member the procedure by which a staff member would be referred to the **Local Authority Designated Officer** (known as the LADO) are also in place.

The Head and the Chair would liaise in such a situation accordingly, but should the concern relate to the Head teacher the Deputy would liaise with the Chair.

All our Governors are encouraged to have DSB clearance and each sub committee of the governing body has a Governor who has attended safeguarding training.

Every Governors meeting includes an agenda point on safeguarding issues in the school.

What information is kept in school?

If a concern is reported Mrs Spencer will ask the staff member to **log** that concern and date the entry. They also sign the entry. If there is an explanation that supports a serious concern the Designated Teacher will contact Social Care .A decision is then made about the referral concerned and of a strategy meeting needs to be held this then involves other professionals (health, police, education, and other schools, other supporting agencies) to ensure all that needs to be known to keep a child safe occurs. There may then be a decision to form a group to support the family concerned (Team Around the Child (TAC)) or to place a child on the children in need register to monitor their needs closely, or to place the child on a child protection plan to ensure they safety. Actions will then be decided on to help the child in the best way possible. On some occasions it is necessary to remove the child to a safer home environment and they would then be placed in foster care in agreement with a court decision.

A confidential log is kept by the Designated teacher and is kept in a secure, locked location.



Who do we work with?

As a school we work with Social Care and meet with/phone Social Workers regularly. We work with a range of Health professionals; doctors at the GP surgery, Educational Psychologists, the school nurses and the health visitors visit to ensure children's health is being cared for correctly.

If we need to work with other agencies to help the child concerned we can offer links to; the local Children's Centre, Parenting Partnership and One Stop Shop parenting groups. **There are a wide range of parent groups that may help diffuse or support a family needing some help to cope.**

How do children learn to 'Stay safe'.

Children learn to stay safe through; their learning in PSHE lessons, guidance in assemblies, play opportunities with others at lunchtime where appropriate safe play is taught, during "Stay safe on the Internet" work and via the parental locks and the parent links for safety we have on our Learning Platform .

Teaching and Learning also includes Road safety week, Fire engine visits, Brake Road safety events, ASDA lorry visits and Cycling Proficiency visits.

Children are taught to have a "Hand of Trust" on which they can point to each finger and name 5 people they would Trust to tell a worry or concern to. Children are taught as they get older what Child line is and how they contact this support service .They understand the work of the SPCC.

Internet safety

The police have given training on internet safety as part of their visits to school.

Parents sign a form to ensure they are aware of the email, internet and photo policies of the school.

The school Learning Platform links to E safety rules and e-safety talks and activities. Parent information meetings are held annually. Parents are given guidance on how to run through this e-safety guidance with their children and staff establish safe internet rules with the children during ICT lesson.