

Child Protection

This is the process of protecting children who may be suffering from, or at risk of, significant harm. This includes physical abuse, sexual abuse, neglect, and emotional harm.

Child protection promotes the rights and welfare of all our children. If a child tells you something, keep calm, listen, do not question, never make any promises. If you have concerns, or if a child discloses something to you, inform a DSL immediately.

Online-Safety

Before using the internet, school network or IT equipment you will be asked to read and sign an acceptable use agreement with is designed to ensure that all adults working in school are aware of their individual responsibilities. The terms of this agreement should be followed at all times.

Lockdown Procedures

Martyns Law will ensure better protection against the continued and evolving threat that the UK faces from terrorism.

Code of Conduct

Remember:

- To sign in and out and collect a visitor's badge
- Be a positive role model
- Dress appropriately, ensuring your clothing is not likely to be viewed as offensive or revealing
- Treat all members of the school community with respect and tolerance
- Respect children's privacy and dignity
- Ensure you are visible by a member of staff if you are with children
- Always be able to justify any physical contact you have with a young person
- Always report any situations that arise that may cause concern
- Keep confidentiality

Never:

- Photograph a child without the school's permission
- Never use your mobile phone in areas used by children
- Ignore inappropriate behaviours towards children whether by adults or other children
- Share personal details with a child
- Meet a child out of school context
- Discuss the school, its pupils or staff on social media
- Make inappropriate comments about children or adults
- Give gifts to a child (unless it has been agreed) or show preferential treatment.

Health and Safety

If you have a concern, please inform a member of staff who will pass it on to the responsible person.

First Aid

Many of our staff members are trained first aiders. Our First Aid Room and treatment is in our lobby area. If you or a child needs assistance, please inform a member of staff. Visitors should not treat children unless permission has been given. In an emergency do not hesitate to call 999 for an ambulance.

Nuts

To keep children safe and reduce the risk of harm, we are a nut free school.

Code of behaviour for visitors

When entering:

Please sign in using our electronic signing in system.

Please wear your visitor's badge so it is visible to our staff and children.

During your visit:

Please treat everyone with respect.

Please act as a positive role model. If you have any concerns whilst visiting contact the Headteacher or Designated Safeguarding leads.

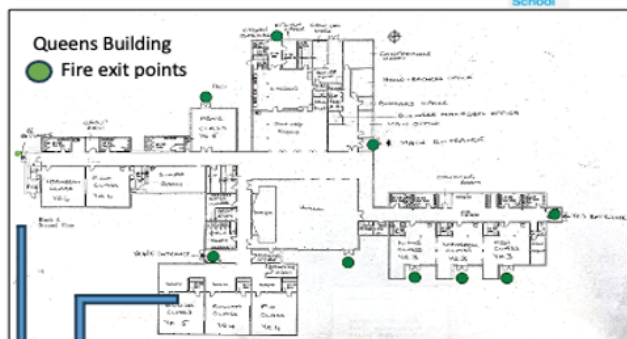
When leaving

Please return your badge.

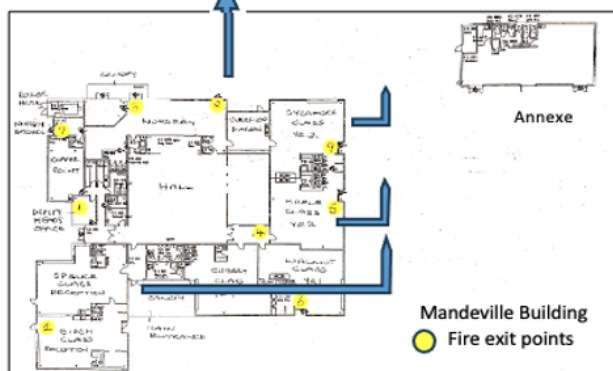
Please sign out of our electronic signing in



Our school buildings



Gazebo Playground



Mandeville Building
Fire exit points

Who to contact in our school

If in doubt, talk to someone...

Designated Senior Leaders for Safeguarding



Melidoro
Designated
Senior Leader



Siobhan
Cosh



Daniel
Collin



Nicola
Vicary

Deputy Designated Senior Leader

What is safeguarding?

Visitors coming on to school premises, including the playground, have a duty of care towards the welfare and safety of the children and adults in the school. This is called safeguarding.

Safeguarding means that:

- Children are protected from maltreatment
- A child's health or development is protected
- Children grow up with safe and effective care
- Action is taken to ensure the best outcomes for all children.

Safeguarding is the action we take to promote the welfare of children in our care to protect them from harm. We take this responsibility very seriously.

You can find the full Safeguarding, Child Protection, Online Safety and other policies on our school website.

Nurturing Life-Long Learning

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A Guide to Keeping Children Safe when Visiting Our School

Welcome to our School

We are committed to safeguarding and promoting the welfare of children. We expect all staff, volunteers and visitors to share this common commitment. This leaflet contains information about our expectations of you whilst visiting the school. Please keep the leaflet in a safe place so that you can read it again if you need to. If you are concerned about the safety of any child in our school, you must report this to one of the Designated Safeguarding Leads (DSL). If you are concerned about the conduct of a member of staff or volunteer in your school (Allegations against Staff/ Whistleblowing Policy), you must contact the Headteacher. In the absence of the Headteacher please contact the Deputy Headteacher.

Fire and Emergency

If you discover a fire, sound the alarm and ring 999. On hearing the alarm, exit by the nearest fire exit and make your way round to the Y5/6 playground in between the two schools. If you are responsible for children, make sure they leave the school immediately.

