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**If a member of staff is concerned about a child**

Schools and colleges and their staff are an important part of the wider safeguarding system for children. Duties include:

Protecting children from maltreatment; preventing impairment of children’s health or development; ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and taking action to enable all children to have the best outcomes.

On receiving the information, the DSL will meet to decide on relevant actions. They will either:

* Meet with the parents to discuss the concerns

Or

* Make a referral to the Children’s Social Care Team (MASH) or the police as appropriate.
* Follow the advice of the appropriate professionals.

**Designated Safeguarding Leads**

**Patricia Cuncarr – Headteacher**

**Jo Nagle – Deputy Headteacher; Jessica Williams – Deputy Headteacher; Claire Simpson – Assistant Headteacher**

**Explain** to the child that they will **share this information** with a senior member of staff in order to **help** them.

**Listen carefully** and **reassure** the child that they have done the right thing

Give the child **time to talk**, but **not probe** or **ask leading questions**.

**We do not promise to keep secrets**. All allegations of harm or potential harm **must be** acted upon

**Record** what has been said as soon as possible after the conversation and ensure that a Designated Safeguarding Lead (DSL) is notified immediately

Where a child raises a safeguarding concern which indicates that a child has or may be affected by:

* Physical, emotional, sexual abuse or neglect.
* Materials that may be harmful or detrimental to their physical or emotional wellbeing, in person or online

The school will follow the following procedures.