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.

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.

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

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; Shani Glover – Assistant Headteacher; Emine Volkan - SENCO