

Keeping Children Safe

Holy Trinity CE Primary School is committed to creating a happy and safe environment for our children to learn.

This leaflet will help you understand how we keep our children safe by telling you:

- ◆ How children can be harmed
- ◆ What we must do to keep our children safe from harm
- ◆ What you must do as a staff member to help keep our children safe

Child Protection

This is an important subject in which all staff receive regular training.

Our priority is to work with parents but there may be times when we have to involve other people.

Everybody has a responsibility to keep all children under the age of 18 safe. Harm is identified in four ways:

Physical—This is when a child is deliberately hurt or injured.

Emotional—This is when a child is made to feel frightened, worthless or unloved. It can be shouting, using threats or making fun of someone. It can also be when children see their parents, or visitors to the home, fighting or using violence.

Sexual—This is when a child is influenced or forced to take part in a sexual activity. This can be a physical activity or non physical e.g. being made to look at an inappropriate image.

Neglect—This is when a child is not being taken care of by their parents. It can be poor hygiene, poor diet, not keeping appointments for additional support, not coming to school or being left at home alone.

Useful Contacts

Designated Safeguarding

Mrs J. Griffith



Mrs C. Barnes



Miss S. Harding



Mrs F. Fargher

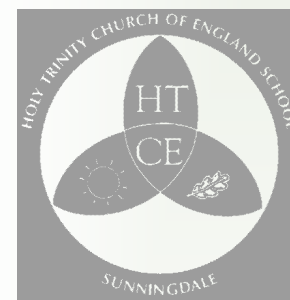


Governors for Safeguarding

Mr David Gingell & Rev'd. J. Hutchinson



Holy Trinity CE Primary School



Keeping Children Safe In Education

Information for
Staff

What School Must Do

- A child should be able to go to school and feel safe so that they can achieve their very best.
- Anybody who works or volunteers at Holy Trinity CE Primary School will be checked by the Police (vetted) to make sure they are safe to work with children and then trained to identify child abuse and what to do if they are concerned.
- The school has a Designated Safeguarding Team who have had extra training to know what to do when a concern is brought to them.
- If you have any concerns about a child's welfare, or they have made a disclosure to you, you must complete a Welfare Concern Record as soon as possible and hand this to one of the Designated Safeguarding Leads.
- We expect you to be vigilant around children to make sure they are safe at all times. The school has a Safeguarding and Child Protection Policy which tells you more about this and when we must speak to the Police or Children's Services. A copy of this policy is available in the Policy Folder in the staffroom and on our website.
- We will help children to learn about keeping themselves safe. Lessons can include healthy eating, anti-bullying, E-safety, road safety, healthy relationships and drug and alcohol awareness. As part of these lessons, children will be told what to do if they are worried or concerned about their safety.

What Staff Must Do

When and what might I be concerned about?

- At any time you may be concerned about information which suggests a child is being neglected or experiencing physical, emotional or sexual harm.
- You may observe physical signs, notice changes in the child's behaviour or presentation, pick up signs of emotional distress or have a child disclose a harmful experience to you.

Harm to a child can be caused by:

- A parent/carer
- A family member or friend
- Another child
- A stranger
- A member of staff or a volunteer

What should I do if the alleged abuser is a member of the school staff?

- If your concern is about a staff member or volunteer, you should report this to the Headteacher. If your concern is about the Headteacher, you should report such allegations to the Chair of Governors. Mrs Aileen Boaler can be contacted via email at a.boaler@holytrinityprimary.org
- The NSPCC Whistleblowing Advice Line is also available **0800 028 0285**
- **You need to read and understand our Whistleblowing Policy** (Available in the Policy Folder in the staffroom and on our website).

Every year, staff are asked to read Part 1 of **Keeping Children Safe In Education**.

Safeguarding Issues

Attendance Children's attendance is monitored daily and significant absences are followed up by the Education Welfare Officer. The school has an Attendance Policy that you should read and understand.

Behaviour Holy Trinity CE Primary School has clear behaviour rules for the whole school community that must be followed to keep everyone safe and happy. We understand that children do sometimes fall out and this will be dealt with by an adult who will listen to the children involved and help resolve the situation.

Bullying The school takes all cases of bullying very seriously and will work with children and families to try and resolve any problems. The school has an Anti-Bullying Policy that you should read and understand.

Health and Safety Everyone at Holy Trinity CE Primary School has a responsibility to keep adults and children safe whilst at school. The school has a clear Health and Safety Policy which everyone must follow. The school has fully trained First Aiders to deal with accidents in school.

E-Safety The school recognises that technology plays an important role in the education of the children and is committed to safeguarding the children in the virtual world. The school has an E-Safety Policy and Acceptable Use Policy that you should read and understand.

Anyone can make a referral to RBWM's MASH (Social Services) team on 01628 683150.