

Social media

Please help us to safeguard the pupils in our care by following these guidelines.

- Do not photograph pupils.
- Do not exchange private emails or text messages or give out personal details.
- All correspondence should be via the admin email address only.
- Do not engage with pupils or their parents on social media sites e.g. Facebook or Twitter.

Keeping Safe

The school is a non-smoking area.

Please keep mobile phones on silent.

Calls should be taken in the office area.

Always sign in and out at reception.

Display the visitor's badge at all times.

No child should suffer harm, either at home or at school. Everyone who works in our school has a responsibility to make sure that all our children are safe.

If the fire alarm rings please use the nearest exit and wait on the school playground.

Contacts

Head teacher (DDSL)

Rebecca Manning

Deputy Headteacher (DDSL)

Karen Lampitt

Safeguarding Link LAB/Governor

Pete Banford

These members of staff are responsible for Safeguarding and Child Protection within the school. Further information is available on the school Website.

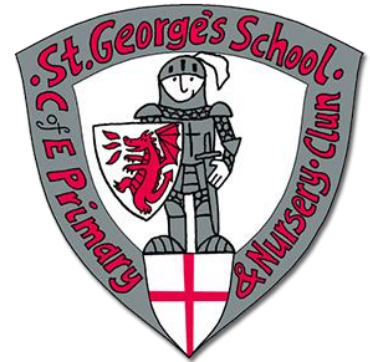
St. George's CE Academy,
School Road, Clun, Craven Arms,
Shropshire, SY7 8JQ.

01588 640 229

admin@clun.shropshire.sch.uk

www.clunprimaryschool.org.uk

St George's C of E Academy



Safeguarding information for visitors

Safeguarding and Child Protection advice

Thank you for taking the time to read this leaflet and for helping to keep our pupils safe. We are committed to safeguarding and meeting the needs of our children.

We hope this information will provide some useful advice when working with pupils at St George's C of E Academy.

Your responsibilities

All those who come in contact with pupils through their everyday work, whether paid or voluntary have a duty to safeguard and promote the welfare of children.

DBS Checks

Anyone working unsupervised with children must complete a DBS check online. This is to ensure that unsuitable people are prevented from working with children. Advice on DBS checks can be accessed via the school office.

Please inform the Headteacher immediately if you have previously or recently become the subject of any criminal investigation, caution or conviction. This helps to protect you as well as the pupils in your care.

What should I do if I am worried about a child?

If you are concerned about any aspects including those below please report them to our DSL/DDSLs or call Shropshire's First Point of Contact (FPOC) on 0345 678 9021.

- Comments made by a pupil
- Marks or bruising on a pupil
- Changes in a pupil's behaviour or demeanour
- Unsuitable use of technology

What should I do if a pupil discloses that she/he is being harmed?

- Listen to what is being said without displaying shock or disbelief; accept what is being said
- Reassure the pupil but do not make promises that might not be possible to keep
- Do not promise confidentiality but explain that you will have to tell another adult in school so they can help
- Do not question the pupil
- Do not ask leading questions
- Reassure the pupil that it is not their fault
- Stress that they were right to tell
- Do not criticise the alleged perpetrator
- No concern is too small – always pass it on.
- Immediately record details of the disclosure, including wherever possible the exact words or phrases used by the pupil.
- Please report any concerns to the Safeguarding Leads or FPOC on 0345 678 9021.

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

You should report such allegations to Mrs Manning, Headteacher.

What should I do if the alleged abuser is the Headteacher?

You should report such allegations to the Safeguarding Chair of Governors Pet Banford and the LADO (Local authority Designated Officer) Ellie Jones 0345 678 9021

How do I ensure that my behaviour is always appropriate?

Appropriate relationships with children should be based on mutual trust and respect. Children can be spontaneously affectionate and tactile and it is important not to alienate them through lack of response.

Please try not to work alone with a child unless it is absolutely necessary. If you are working 1 to 1 with a pupil ensure that the door to the room is left open or that you can be visible to others through the glass in the door

Follow our school rules and approach to behavior.