

Lockerley Endowed Church of England Primary School

School Visitor Safeguarding Information

'All school and college staff have a responsibility to provide a safe environment in which children can learn' (Keeping Children Safe in Education September 2023)

Designated Safeguarding

Lead: Katy Kwiatek

Deputy Designated Safeguarding Leads:

Alex Clark

Caroline Grayson

Safeguarding Governor:

Sarah Peppiatt



Lockerley Primary School is committed to safeguarding and promoting the welfare of children and requires all staff, volunteers and visitors to share this commitment.

This information contains information about our expectations of you whilst visiting the school. If you are unclear about anything, please speak to one of the Designated Safeguarding Leads.

If you are concerned about the safety of any child in our school, or the conduct of a member of staff or volunteer, you must report this to one of the Designated Safeguarding Leads immediately.

All Safeguarding Policies can be found on our website:

<http://www.lockerleyprimary.co.uk/keyinformation/policies/>

Please ask the school office if you would like a paper copy.

Remember:

Do not share a disclosure with anyone other than our Designated Safeguarding Leads (Katy, Alex or Caroline).

Do not ask the pupil to repeat the disclosure to anyone else in the school.

Do not ask them to write a statement.

Do not inform the parents.

You are not expected to make a judgement about whether the child is telling the truth.

If asked by the child, do not promise to keep their disclosure a secret. Let the child know that we will need to tell someone else.

If the behaviour of another adult in school gives you cause for concern you should report it to the Headteacher.

Concerns regarding the Headteacher should be directed to the Chair of Governors (Christina Randles) whose phone number is available from the school office.

What to do if a pupil talks to you (discloses) abuse or worries:

- Listen carefully without interruption, particularly if she/he is freely recalling significant events
- Only ask sufficient questions to clarify what you might have heard. You might not need to ask anything but if you do, you must not 'lead' the pupil in any way so should only ask open questions. Information about this can be found in the staffroom
- Tell one of the Safeguarding Leads without delay – do not conduct your own investigation.
- Write an account of the conversation as soon as you are able to (definitely the same day) date and sign it and hand it to one of Safeguarding Leads

Online Safety/E-Safety

Use of the Internet on school premises should be for school use only, e.g. accessing learning resources, educational websites, and use of email on school business.

Pupil internet access is filtered and monitored by the DSLs and the school's internet supplier.

For more online safety advice please view our E-safety policy and Annex 7 in the Child Protection Policy.

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For more online safety advice please view our E-safety policy.