

Child Protection Information for Visitors and Volunteers

Disclosure of abuse by a child:

Whilst this can be an alarming situation, it is important that you know what to do in such an eventuality and for you to be able to stay calm and controlled.

- Listen to what is being said without displaying shock or disbelief. Accept what is being said.
- Allow the child to talk freely, listen rather than ask direct questions.
- Re-assure the child, but do not make promises that might not be possible to keep.
- Do not promise confidentiality but explain to the child that you have to tell their teacher or Head Teacher in order that you can help them.
- Do not interrogate the child or ask leading questions.
- Re-assure the child that it is not their fault.
- Stress that it was right to tell.
- Make them aware that their disclosure will be reported only to those that need to know and can help.
- Record details of the disclosure immediately, including wherever possible the exact words or phrases used by the child. Sign and date the record.
- Report your concerns and give your written record to the Designated Safeguarding Lead to enable the matter to be dealt with in the most appropriate way.
- It is important to remember the children's details and names must remain confidential and any discussion that you feel you need to undertake does not allow the child to be identified to anyone else.

DBS

All visitors that will be working unsupervised with children at Bretherton Endowed Primary School need to show their DBS certificate to the school office before working with a child. For new members of staff or regular visitors in school we will obtain a barred list check and complete an enhanced DBS check before they are allowed to be left unsupervised with any children. Any contractors will need to show their DBS credentials before being left unsupervised on the school premises.

Key People

We are committed to safeguarding and meeting the needs of all our children. Any allegations should be reported to the Head Teacher or in her absence the Assistant Head Teacher. If the concerns are about the Head Teacher, please inform the Chair of Governors.

Designated Safeguarding Lead
Mrs A Moxham Head Teacher
Designated Safeguarding Deputy
Mrs Jayne Clarke

Chair of Governors/ Child Protection Governor
Mr T Wilson

Safeguarding Procedures Bretherton Endowed Primary 2021



Parents/carers and visitors coming on to our school premises, including the playground and inside the buildings, have a duty of care towards the welfare and safety of the children and the adults at the school, this is called safeguarding.

Every child can potentially be hurt, put at risk from harm or abused regardless of their age, gender, religion, ethnicity or disability.

Safeguarding means that:

- children are protected from mistreatment
- a child's health, or development, is protected
- children grow up with safe and effective care
- action is taken to ensure the best outcomes for all children.

The information enclosed outlines how we as a school and a community intend to keep our children safe. The guidelines are not intended to alienate parents or visitors but ensure the children are safe at all times.