

# **The Safeguarding Team at \*\*\*\*\* Primary School**

**Chair of Governors: Mrs D Smith**

**Principal: Mr F Smith**

**Designated Governor for Child Protection  
& E Safety: Mrs L Smith**

**Designated Teacher for Child Protection:  
Mrs R Smith**

**Deputy Designated Teacher for Child Protection:  
Mrs H Smith**

**Deputy Designated Teacher for Child Protection for  
Nursery: Mrs C Smith**

# REMEMBER

If you have ANY issues regarding child protection or have concerns regarding the safety or well being of any child in our school DO NOT hesitate to contact a member of the Pastoral Care team immediately.



***THE SAFETY AND WELL BEING  
OF THE CHILDREN IN OUR CARE  
IS OF PARAMOUNT IMPORTANCE!***

**In an emergency and IF a member of the pastoral care team is not available please contact \*\*\*\*\*.**

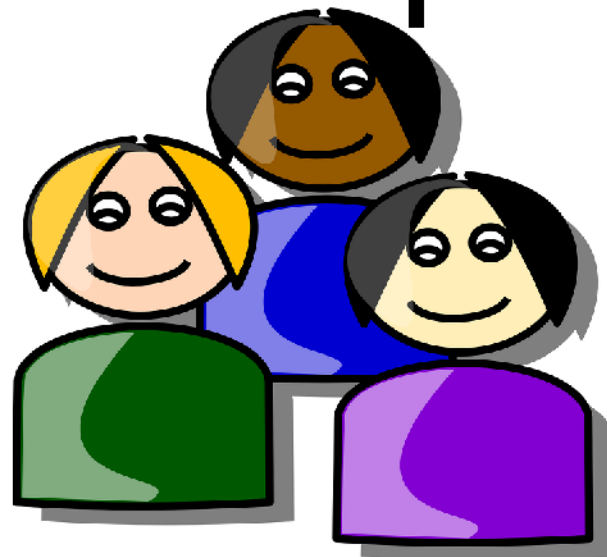
**Telephone: \*\*\*\*\***



**All contact numbers are available at all external phone points.**

# School Visitors

Please ensure visitors who will be working with children are provided with a pastoral care flyer and that they are familiar with school procedures.



	<b>SCHOOL VISITOR</b>
Name _____	
Date _____	
<small>Supreme School Supply, Arcadia WI 54812 J102020</small>	

# Dealing with a Disclosure:

**RECEIVE** – Listen

**REASSURE** – No promise of confidentiality can or should ever be made to a child or anyone giving information about possible abuse. In the interests of the child, staff may need to share this information with other professionals. However, only those who need to know will be told.

**RESPOND** – Listen, rather than ask direct questions.

**RECORD** – as soon after the disclosure as is practical document the disclosure (on a copy of the school's Initial Concern Form). Original notes should not be destroyed.

**REFER** – Pass all information directly and immediately to Mrs Smith DTCP or member of the Safeguarding Team.

# **ALL Staff Need to Remember:**

is not their duty to investigate allegations of abuse but to simply gather information by way of discrete preliminary clarification and share it with DT / DDT.





# Accessing Information

Additional copies of the full policy are available from members of the Safeguarding Team and the school office.

The summary flyer is readily available at the school office, from members of the Safeguarding Team or the school website.

