

What to do if I am worried about a child?



If you become concerned about:

- Something a child says
- Marks on a child
- Changes in a child's behaviour or demeanour

Please report these concerns to the class teacher or a member of school staff who, if they feel it is appropriate, will pass the information on to one of the school's Designated Safeguarding Leads. Child abuse happens to all children regardless of gender, culture, religion, social background and those with or without a disability.

Designated Safeguarding Lead (DSL):
Mrs Laura Cichuta

Staff:

- Mrs Dawn James
- Mrs J. Marten
- Mrs R. Williams
- Mrs S. Roberts

Governors:

- Mrs Kirsty Clarke

School Protocol and procedure must be followed at all times.

Northampton Safeguarding Children's Board (NSCB)
Tel : 0300 126 7000

Email: nscb@northamptonshire.gcsx.gov.uk



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Abington Vale Primary School



A Guide to Safeguarding for Visitors & Volunteers

Safeguarding Statement :

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

Visitor Procedures:

All visitors must sign in at Main Reception

- ☑ All visitors will be issued with an appropriate pass which must be displayed at all times whilst on the site.
- ☑ Visitors will be asked to remain under the supervision of a designated member of staff whilst on site.
- ☑ All visitors must sign out at the Main Reception before leaving the site.

Visitors wishing to see a particular member of staff should contact the school to make an appointment. If you are seeking an urgent appointment please report to the Main Reception and we will arrange for you to see a member of staff

E-Safety

Mobile Phones: to protect our children we respectfully ask that you do not have your phone out or use it during your time in the school building. If this is an issue please contact a member of staff on arrival.

Photographs: under no circumstances should you take photographs of our children whilst at our school

Visitor Code of Conduct



- Treat everyone with respect.
- Provide an example you would wish others to follow.
- Remember someone else may misinterpret your actions no matter how well intended.
- Do not jump to conclusions without checking.
- Do not permit abusive activities such as bullying or ridiculing.
- Avoid physical contact with children unless you are preventing them from immediately harming themselves or others.
- Do not make suggestive remarks, gestures, or tell sexist, racist or homophobic jokes.
- It's best not to do anything for a child that he or she can do for him or herself.
- Always tell someone if a child touches you or speaks to you inappropriately.

If you are concerned about the conduct of a member of staff during your visit the following actions must take place:

- Immediately inform the Headteacher.
- In their absence, immediately inform the Deputy Headteacher.

Health and Safety Fire:

In the event of a fire alarm please use the nearest fire exit and make yourself known to a member of staff. Please make yourself aware of the nearest fire exit where you are based.

Accidents and illness:

All accidents, regardless of severity, need to be reported to a first aider. Staff will inform you of the first aider nearest to where you are based. All accidents will be logged .

A copy of the school's safeguarding policy is located in Reception and also on the Safeguarding Board in school.
