

## Who should I talk to if I have concerns or want to find out more information?

Any Concerns should be reported straight away to our Designated Safeguarding Lead (DSL):

At Durley school the Designated Safeguarding Lead (DSL) is the Headteacher; Kirstie Baines.



If the DSL is unavailable then the:

Deputy Designated Safeguarding Lead (DDSL) Assistant Headteacher Elizabeth Hanratty



If your concern is related to the conduct of the DSL then you need to speak to our Chair of Governors who can be contacted via the office (ask for contact information).

## Acceptable Use of IT

Full details of our Acceptable use of ICT Agreement can be found within our E-safety

Policy (which also applies to visitors). Key points to consider are summarised as:

- School systems and hardware must not be used for personal use,
- Own ICT (including Memory sticks, mobile phones, cameras and laptops) cannot be used without express permission by the Headteacher,
- The school will exercise its right to monitor use of the school's system if inappropriate or unauthorised use is believed to occur,
- Do not install new software/ hardware without permission,
- Electronic communication with pupils is not appropriate within context of the professional role.

## School Policies

The following School Policies and Procedures all contribute towards keeping our children safe. They can all be accessed in full on our website:

- [Safeguarding](#)
- [Child Protection](#)
- [Managing Allegations Against Pupils](#)
- [Code of Conduct](#)
- [Behaviour and Prevention of Bullying](#)
- [E-Safety](#)
- [Health & Safety](#)

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DURLEY PRIMARY SCHOOL

# Safeguarding Children at Durley CE Primary School



Information for visitors, volunteers, providers and visiting professionals.

## Safeguarding at Durley Primary

Safeguarding determines the actions that we take to keep children safe and protect them from harm in all aspects of their school life. At Durley Primary School we are all committed to safeguarding and promoting the welfare of all of our pupils.

The actions that we take to prevent harm; to promote wellbeing; to create safe environments; to educate on rights, respect and responsibilities; to respond to specific issues and vulnerabilities, all form part of the safeguarding responsibilities of the school.

## Volunteers and Visitors can help to keep children safe by acting in a professional manner

- Safeguard and promote the welfare of all pupils,
- Be aware of signs of abuse and neglect,
- Report incidents of concern to the DSL without delay,
- All visitors are required to display the visitor badge so that children know the adult should be there,
- If a child needs some help, reports bullying or is upset – refer to the TA or classteacher, visitors or volunteers must not support children with toileting or first aid,
- Maintain standards of conduct consistent with professional standard, interacting in a polite, respectful manner with everyone,
- Adults must avoid unnecessary physical contact with children and must avoid a situation where they are alone with a child without the knowledge of staff,
- Mobile phones will not be used around children so that there is no risk of actions being misconstrued,
- Dress appropriately for the role undertaken,
- Adhere to the schools Health and Safety Policy, ensuring they act in a way which keeps themselves and others safe,
- If adults are under any doubt, clarification should be sought from the Headteacher.

Further detail can be found in our Code of Conduct (on school website).

## What is Abuse?

### Physical Abuse

Physical abuse may involve hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocating, or otherwise causing physical harm to a child or fabrication of symptoms or inducing illness.

### Emotional Abuse

The persistent emotional maltreatment of a child such as to cause severe and persistent adverse effects on the child's emotional development.

### Sexual Abuse

Involves forcing or enticing a child or young person to take part in sexual activities or non-contact activities such as production of images or grooming. Abuse is perpetrated by men, women and also other children.

### Neglect Abuse

Neglect is the persistent failure to meet a child's basic physical and/or psychological needs, likely to result in the serious impairment of the child's health or development.

## Contacts

The DSL will contact relevant authorities when information is shared with them. However, anyone can refer to social care:

Children's Referral Team – 01329 225379  
Out of Hours Social Care – 0300 555 1373

Remember, in an emergency do not delay, call 999.

## Looking Out for Signs

It is important to be vigilant to potential signs of abuse and neglect. Some possible signs might include:

- Over reaction,
- Withdrawing from contact/ interaction,
- Clinging behaviour,
- Pain or discomfort,
- Injuries or combinations ,
- Explanations given which do not match or child is evasive,
- Inappropriate knowledge revealed.

## What if a Child Shares Something Which Concerns You?

A child may choose to talk to you about something which concerns them:

- Always take what a child says seriously,
- Listen but do not try to investigate,
- Report factually what has been said without delay to the DSL – you will be asked to record what was said,
- Do not ask the child leading questions – use a comment such as 'Can you tell me more about that',
- Do not promise to keep a secret, tell the child that you may need to share the information to keep them safe.