

Safeguarding Statement-

Aclet Close Nursery School is committed to safeguarding and promoting the welfare of all of its children and expects all staff, visitors, and volunteers to share in this commitment.

This means that we have a Child Protection Policy and Procedures in place. All staff (including supply staff, volunteers and Governors) and visitors must ensure that they are aware of this policy and subsequent procedures. Parents, carers and visitors are welcome to read the Policy on request and a copy is published on our website.

Sometimes we may need to share information and work in partnership with other agencies when there are concerns about a child's welfare. We will ensure that our concerns about our pupils are discussed with his/her parents/carers first, unless we have reason to believe that such a move would be contrary to the child's welfare.

Visitor Procedures-

- ◇ Visitors must sign in and out at the main reception.
- ◇ Visitors must be given a badge and display this at all times whilst on the school site.
- ◇ Visitors must remain under the supervision of designated staff whilst on site.
- ◇ Visitors must not use a smart phone or camera on site.

If you are concerned about a child's welfare, please speak to one of our designated staff about your concerns regarding any observations or conversations heard.

You must do this immediately so that they can take appropriate action.

Please,

DO NOT conduct your own investigation or question further.

If your concerns relate to the actions or behaviours of a member of staff (which could suggest that he/she is not suitable to work with children) then you should report this to one of the Designated Persons in confidence, who will report the matter to the Head Teacher (or Chair of Governors if the concern relates to the Headteacher).

The appropriate action will then be taken.



Aclet Close Nursery School
Aclet Close
Bishop Auckland
County Durham
DL14 6PX

Telephone: 01388 603006
E-mail: acletclose@durhamlearning.net
Website: <http://www.acletclose.durham.sch.uk/>

Aclet Close

Nursery School



**Visitors' Guide to
SAFEGUARDING**

Designated Safeguarding Lead:

Mrs Lisa Jenkins (Co-Head Teacher)

Deputy Designated Safeguarding Lead:

Mrs Suzanne Staines (Co-Head Teacher and SENDCo)

Safeguarding Governor:

Mr Thomas Cuthbertson

**Safeguarding children is the
responsibility of everyone.**

If you have concerns, please
pass them on.

What do I do if I am worried about a child?

If you become concerned about:

- ◇ Something a child says
- ◇ Marks or bruising on a child
- ◇ Changes in a child's behavior or demeanor

You must inform the Safeguarding Lead.

If you feel that a child may be at risk of harm but are not sure then inform the Designated Safeguarding Lead immediately who will offer advice and take appropriate action.

Child abuse can happen to any child regardless of gender, culture, religion, social background and those with or without a disability.

A copy of the schools Safeguarding Policy is located in the Office and on the school website.

Sometimes a child may disclose information to you. If this happens then the following actions must take place.

What do I do if a child discloses they are being harmed?

- ◇ React calmly
- ◇ Listen carefully, particularly what is being said spontaneously
- ◇ Do not promise confidentiality. Explain that you may need to pass on the information if you are worried about their safety.
- ◇ You may clarify your concern using "tell, explain, describe or outline" but as soon as your concern is confirmed, ask no further questions as further enquires may be compromised.

Only trained investigators should question a child.

- ◇ Reassure the child they have done the right thing.
- ◇ Record carefully what the child said in their words, including how and when the account was given. Date and sign the record. Pass this on to the Designated Member of Staff for Safeguarding immediately.

Types of Harm

Everybody has a responsibility to keep all children under the age of 18 safe and this applies to both the home and school environment. Harm is identified in 4 different ways:

Physical– This is when a child is deliberately hurt or injured

Sexual– This is when a child is influenced or forced to take part in a sexual activity. This can be physical activity or none physical, e.g. being made to look at an inappropriate image.

Emotional– This is when a child is made to feel frightened, worthless or unloved. It can be by shouting, using threats or making fun of someone. It can also be when a child sees their parents, or visitors to he home, fighting or using violence

Neglect– This is when a child is not being taken care of by their parents. It can be poor hygiene, poor diet, not keeping appointments for additional support, not coming to school or being left home alone.

Extremism and Radicalisation– The holding of extreme political or religious views.

Staff Conduct

If you are concerned about the conduct of a member of staff following an observation or disclosure the following actions must take place:

- ◇ Immediately inform one of the Co-Head Teachers

Keeping Yourself Safe

- ◇ Be professional. Be careful how you interact with or speak to a child, the child may interpret it differently.
- ◇ Avoid physical contact with children unless you are preventing them from immediately harming themselves or others.
- ◇ Avoid being on your own with a child, always ensure that a door is open and that you are visible to others.
- ◇ It's not best to do anything for a child that he or she can do for themselves.
- ◇ Always tell someone if a child touches you inappropriately. Log down the incident time and date it and pass it to the Headteacher.

Remember.....if in doubt....ask.

If you have concerns about any child outside of school, please report these to **Durham First Contact/Social Care Direct Service on:**

03000 267 979