

Holy Trinity VC CofE Primary School

Safeguarding Induction Sheet

(For all new staff, supply staff and visitors working with children)

We all have a statutory duty to “.....*promote and safeguard the welfare of children*”.
Section 175 Education Act 2002

If you have any concerns, therefore, about the health and safety or wellbeing of any child or young person in this school, or you feel that something may be troubling them, you must share this information with an appropriate member of staff straight away. Some issues e.g. a child's appearance, hygiene or general behaviour can be shared with any teacher or member of support staff here.

Do not worry that you may be reporting small matters – we would much prefer you to tell us things which turn out to be small, rather than miss a worrying situation.

If you think, however, that the matter is very serious and may be related to a child protection concern, i.e. physical, sexual, emotional abuse or neglect, you MUST talk to one the people below immediately.

If you are unable to contact any of them you should ask the office staff to find them and ask them to speak to you straight away on an urgent and confidential matter.

Any allegation or disclosure involving a member of staff, a child's foster carer or a volunteer at this school **MUST** be reported directly to the head teacher, without delay. If the allegation involves the head teacher it must be reported to the Chair of Governors, again without delay.

The people you should talk to at this school are:



The Designated Person for Child Protection is:
Mrs Jane Aspin Senco: 01254 702119



The deputy Designated Person for Child Protection is: Mr Mark Standen head teacher.
702119



The Safeguarding Assistants are:
Any member of the school staff, who you know have a responsibility for the welfare of all children
. Safe guarding Governor is Maxine Morgan. She can be found in the nurture room located on the top floor of the school; or contacted via the reception office.

The Chair of Governors is.....Mrs Elizabeth Beaumont she can be contacted via the school office.

Thank you for supporting & safeguarding the children and young people at our school.