

STAFF CONDUCT

If you have concerns regarding the conduct of a member of staff, as in...

- They have behaved in a way that has harmed or may have harmed a child.
- They have behaved in a way that indicates they may pose a risk of harm to a child.
- They may have committed a criminal offence against or related to a child...

Immediately inform the Head Teacher. If the concern is regarding the Head Teacher (or he is unavailable) then ring the LADO (Local Area Designated Officer) on **01223 727967** and also inform the Chair of Governors.

Mark Bingley

chair@stukeleymeadows.cambs.sch.uk

Our whistleblowing policy will then be followed

CONTACTS

Safeguarding and Child Protection are of paramount importance at Stukeley and a shared responsibility for all members of our school community.

‘Don’t think what will happen if you do... think what might happen if you don’t’.

Designated Safeguarding Lead:
James Singleterry - Head Teacher

Designated Child Protection Personnel:
James Singleterry - Head Teacher
Georgie Priddle – Family Support

Safeguarding Governors:

Nikki Wood
Claire Greaney

Chair of Governors:

Mark Bingley

Social Care Contact Centre:
0345 045 5203
Emergency Duty Team (out of hours)
01733 234724



Stukeley Meadows

Safeguarding Guide for School Visitors and Volunteers

2018-19

‘Everyone who comes into contact with children has a role to play in safeguarding... No single professional can have a full picture of a child’s needs and circumstances. If children and families are to receive the right help at the right time, everyone who comes into contact with them has a role to play in identifying concerns, sharing information and taking prompt action’

KCSIE 2018

www.stukeleymeadows.com

01480 398060

*** Care* Create* Compete* Collaborate***

IMMEDIATE NEED TO KNOW

If you become concerned about:

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

You must inform a member of staff who can give advice and refer to a member of the Safeguarding Team.

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

A copy of the policy is located in the staffroom.

CODE OF CONDUCT

- We expect respectful, caring and professional relationships
- Adults must avoid any contact which could lead to questions being asked about motivation and intention.
- 'Special relationships' should never be built with children and all adults should treat children equally.
- Avoid physical contact with children unless preventing them from immediate harm to themselves or others. Adults are expected to work in an open and transparent way
- We expect all adults to use positive behaviour management. It is unacceptable for adults to use any form of degrading or humiliation to punish a child. Under no circumstance should physical force be used as a punishment.

A CHILD MAKING A DISCLOSURE...

Although this can be an alarming situation, knowing what to do and how to stay calm and controlled in such an eventuality is paramount.

- Listen carefully without showing shock or distaste.
- Listen to the child rather than ask questions. Use their exact words and ask what they mean if unclear.
- Ensure the child is, and feels, safe.
- Reassure the child but don't make promises that might not be possible to keep.
- Reassure the child that you want to help them and that you are going to pass what they have told you to someone who will know what to do.
- Pass your information on to a member of the safeguarding team without delay.
- Record details of the disclosure using a Log of Concern form (staffroom safeguarding board), including, where possible, exact words/phrases.