

## Concerns about a child

1. Record your concerns on My Concern ensuring that the DSL and Deputy DSL's are notified.
2. If you are unable to access My Concern you **MUST** complete the Expression of Concern purple form and give it to the DSL or a Deputy DSL immediately.
3. If a DSL is unavailable and you believe the concern to require an urgent response then please call the First Response Team and share your concern.
4. If you require an urgent response please call the First Response Team and share your concern.

## Concerns about an adult working with children

1. Report your concern directly to the Headteacher.
2. If the concern is about the Headteacher then report your concern to the Chair of Governors.
3. The HT/CoG will contact the Local Authority designated Officer (LADO) on 0300 111 8007 for advice within 1 working day.
3. You may also contact the NSPCC whistleblowing helpline should you feel unable to raise concerns internally (0800 028 0285) or the LADO directly on the above number.
4. The DBS will also be informed in accordance with advice from the LADO

## Useful Contact Information

- **Staffordshire Children & Advice Support**- 0300 111 8007
- **ESAS**-Staffordshire County Council Education Safeguarding Advice Service– 01785 895836
- **LADO**– 0300 111 8007
- **MASH**—Multi Agency Safeguarding Hub—via 101
- **EDS** - Emergency Duty Services (out of hours) 03456042886
- **CHAD**— SOT Children's Services: 01782 235100
- **Dave Atherton**— School Guidance around Asylum Seekers (Central Thoroughfare Team)
- **Mark Harden**—Staffordshire Police Coordinator – 07539363299
- **Staffordshire Police Prevent Team**– 01785 233109

## School Safeguarding DSL & DDSL's



Nicola Cartwright-Head teacher



Claire Nadin  
Deputy Headteacher



Jamie Baxter  
Ass Headteacher  
&  
Inclusion Lead



Jayne Allen  
Education Welfare,  
Attendance  
&  
Safeguarding Officer

## SAFEGUARDING & CHILD PROTECTION

## Key Facts and Information for Staff 2023—2024



**We all have a statutory duty to  
'safeguard and promote the  
welfare of children and to maintain  
a professional attitude of *it could  
happen here* where safeguarding is  
concerned.  
'ACT WITHOUT DELAY'**

## Child Protection

Most children enjoy a happy and safe childhood. However, this isn't always the case. Members of their family, family friends or other people can sometimes cause them harm. This harm can take many forms but falls into four main categories:

- **Physical Abuse** - Physical Abuse is deliberately hurting or injuring a child resulting in cuts, bruises or scalds. Children can be smothered, poisoned or physically hurt in other ways.
- **Sexual Abuse** - Sexual Abuse means making a child take part in or watch sexual activities either 'live events' or on videos or photographs. Sexually corrupting or exploiting a child.
- **Emotional Abuse** - Emotional Abuse involves making a child feel worthless. It can also involve expecting too much from a child for the age that they are and making them feel bad for not meeting those expectations.
- **Neglect** - Neglect is a lack of appropriate care - not giving a child the food, warmth, and love that they need. Neglect also means not keeping children safe and not making sure that they have medical attention or the education they deserve.

## Warning Signs

### Physical Abuse

- Unexplained injuries, bruises or marks
- Injuries which have an unusual fracture or are in an unusual place on the body
- Fear, watchfulness, over anxiety to please
- Small round burns or bite marks
- Frequent time off school

### Sexual Abuse

- Sexual knowledge or comments that you wouldn't expect from a child
- Sexual behaviour that you wouldn't expect from a child
- Unexpected reactions, fear or wariness of people
- Repeated urinary or genital infections
- Pregnancy or sexually transmitted diseases
- Self-harming or recurrent abdominal pains

### Emotional Abuse

- Withdrawn, anxious behaviour, lack of self-confidence
- Self-harm and eating disorders
- Demanding or attention seeking behaviour
- Not wanting to communicate
- Repetitive, nervous behaviour such as rocking, hair twisting or scratching

### Neglect

- Dirty, scruffy or unsuitable clothes
- No one seeks medical help when the child is ill or hurt
- The child is smelly, unclean hair and dirty nails
- Dental issues (bad breath)
- The child is left alone or with unsuitable carers
- The child is thin, pale and lacking energy
- Lots of accidents happen to the child
- The child is exposed to risks or dangers such as drugs or needles being left around

## Dealing with a Disclosure of Abuse

**When a pupil tells me about abuse, they have suffered, what should I remember?**

- Stay Calm
- Do not communicate shock, anger or embarrassment
- Reassure the child and tell them that you are pleased that they are speaking to you
- Never agree or promise to keep it a secret. Assure them that you will try to help but let the child know that you will have to tell other people stating who this will be and why
- Tell them that you believe them
- Tell the child that it is not their fault
- Encourage the child to talk but **DO NOT** ask leading questions or press for information
- Use the acronym **T.E.D:** Tell me, Explain, Describe
- Listen and remember to check that you have understood correctly what the child is trying to tell you
- Communicate that they have a right to be safe and protected
- It is inappropriate to make any comments about the alleged offender
- The child may retract what they have told you. It is essential to record in writing, all you have heard, though not necessarily at the time of the disclosure
- At the end of the conversation, tell the child again who you are going to tell and why
- As soon as you can afterwards, make a detailed and Factual record of the conversation using the child's own language. Include any questions that you may have asked. **DO NOT** add in any opinions or interpretations.
- Ensure that dates, times, names mentioned and to whom the information was passed needs to be recorded. Using the schools written/electronic recording methods.
- If the disclosure relates to a physical injury **DO NOT** photograph the injury, but record in writing as much detail as possible.

***All information should then be passed, in a timely way, to the DSL/DDSL and immediately if the child discloses any abuse they have suffered or may be at risk from suffering.***