Child Protection Advice

Thank you for your interest in becoming a volunteer or regular visitor. As a school we are committed to safeguarding and meeting the needs of children and we hope this leaflet will provide some useful advice and information when working with children at Braunston CE Primary School.

Any messages communicated to our children: should support fundamental British Values and our school values, should be consistent with the ethos of the school and not marginalise any communities, groups or individuals, should not seek to glorify criminal activity or violent extremism or seek to radicalise children through extreme or narrow views of faith, religion or culture or other ideologies.

What are my responsibilities?

All those who come into contact with children through their every day work whether paid or voluntary have a duty to safeguard and promote the welfare of children.

DBS checks

Braunston CE Primary School's Recruiting and Selection Procedures specify that all adults who work in 'regulated activity' – i.e. unsupervised activities such as teach, train, instruct or supervise children; and work in a 'specified place' such as a school; and this work is regular i.e. once a week or more or 4 or more days in a 30 day period or overnight - will require an enhanced DBS Disclosure. This is to help ensure that unsuitable people are prevented from working with children. If your work with children means that you are supervised at all times, this may not be required.

The Headteacher will inform you as to whether or not you require a DBS Disclosure. If you do not, you should not be left unsupervised with children.

DBS forms are available from Emma Hands, School Business Manager, who will help you complete the application form and advise which documentation is necessary for you to present for the ID check to be completed.

It is a requirement, also, that you inform the Headteacher immediately if you become subject to any criminal investigation, caution or conviction. This helps to protect you as well as the young people in your care. Braunston CE Primary School has a Safeguarding Policy and a copy is available from the school office or on the school website (www.braunstonprimary.com).

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

If whilst working with a child you become concerned about:

- Comments made by a child
- Marks or bruising on a child
- Changes in the child's behaviour or demeanour

Please report these concerns to the class teacher, who if they feel it is appropriate will pass the information on to the school's Designated Safeguarding Lead (DSL).

What should I do if a child discloses that s/he is being harmed?

- Listen to what is being said without displaying shock or disbelief; accept what is being said
- Allow the child to talk freely
- Reassure the child, but do not make promises that might not be possible to keep
- Do not promise confidentiality but explain to the child that you may have to tell their teacher or Headteacher in order that they can provide appropriate help
- **Do not interrogate** the child or **ask leading questions**
- Reassure the pupil that it is not their fault
- Stress that it was the right thing to tell
- Do not ask the child to write a statement
- Do not criticise the alleged perpetrator

Immediately record details of the disclosure, including wherever possible, the exact words or phrases used by the child. **What should I do if the alleged abuser is a member of the school staff?**

You should report such allegations to the Headteacher.

What should I do if the alleged abuser is the Headteacher?

You should report such allegations to the Chair of Governors.

How do I ensure that my behaviour is always appropriate?

Appropriate relationships with children should be based on mutual trust and respect.

As a volunteer or regular visitor you may be working closely with children sometimes on a one to one basis. Children, especially when they are young, are often spontaneously affectionate and tactile and it is important not to alienate them through lack of response or by appearing to reject this. You should, however, be careful about physical contact.

If you are working with a pupil on his/her own always ensure that the door is left open or that you can be visible to others.

Do not photograph pupils, unless requested to by the class teacher, exchange e-mails or text messages, or give out your own personal details. Any unprofessional contact with pupils (e.g. through a social networking site) may leave you vulnerable to an allegation of abuse being made against you. Do not use any mobile phones or other personal technology whilst on site.

Please help us to safeguard the children in our care by following these guidelines.

No child should suffer harm, either at home or at school. Everyone who works in our school has a responsibility to make sure that all our young people are safe.

This leaflet has been given to you to make sure you understand what is expected of you. Please ask the school's DSL if you are unclear about anything in it, and keep the leaflet in a safe place, so that you can read it again if you need to.

If you are worried about the safety of any young person in our school, you must report this to the DSL.

Safeguarding Children
Braunston School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share in this commitment. Enhanced DBS clearance is essential for all posts at our school. All safeguarding procedures and information can be found in Braunston CE School's Child Protection Policy

CONTACTS

Headteacher: Lianna Willis
Safeguarding Lead

Nikki Sawyer:
Deputy
Safeguarding Lead

Hayley Smith:
Deputy
Safeguarding Lead

Rebecca Craig:
Deputy
Safeguarding Lead

Chair of Governors: Rebecca Morgan

You may also contact the following for advice:
Multi Agency Safeguarding Hub (MASH)
MASH@northamptonshire.gcsx.gov.uk
03001267000 (out of hours 01604626928)
Local Authority Designated Officer
To contact the local authority Designated Officer for West Northamptonshire, please call Andy Smith on 07850 854309. Alternatively please email your query to LADOConsultations@nctrust.co.uk and a Designated Officer will get back to you as soon as they are able to.

WE CARE
Braunston C.E. School

Braunston CE Primary School

SAFEGUARDING ADVICE FOR VOLUNTEERS & REGULAR VISITORS

LEARNING AND FLOURISHING TOGETHER
PROUD TO BE PART OF PDET