

## CONFIDENTIALITY

### Staff / volunteers / visitors should:

- Treat information about a child in a discreet and confidential manner.
- Ensure confidentiality protocols are followed.
- Ensure that information is shared on a 'need to know' basis.
- Seek advice from the DSL, DDSL, Senior Leader, or the Local Authority Social Care worker if you are in any doubt about sharing information.

This leaflet has been provided to ensure that you understand and are aware of the important role that you play in keeping children safe in education, safeguarding, and child protection.

Brunel School adheres to 'Keeping Children Safe in Education' regulations!



## BRUNEL SCHOOL SAFEGUARDING TEAM



**Vikki Alden**  
Headteacher  
Tel: 01803 665522  
Email: valden@brunelschool.org



**Designated Safeguarding Lead (DSL)**  
Emily Johnston  
Tel 01803-665522  
Email: safeguarding@brunelschool.org



**Deputy Designated Safeguarding Lead (DDSL)**  
Ryan Distin  
Tel 01803-665522  
Email: safeguarding@brunelschool.org



**Deputy Designated Safeguarding Lead (DDSL)**  
Chloe Cadman  
Tel 01803-665522  
Email: safeguarding@brunelschool.org

**You can text us on 07501905053**



# Safeguarding Information Leaflet

## SUPPORT & ADVICE

**Local Authority Designated Officer (LADO):**  
01803 208411 / 207482

**Children's Services MASH:**  
01803 208100

**NSPCC:**  
0800 029 0285

**Childline:**  
0800 1111

**Non-emergency Police: 101**

If you think someone is at immediate risk of harm, you should contact the police on 999.

Brunel School, along with the SPT MAT, are committed to safeguarding and recognise that safeguarding and child protection is everyone's responsibility.

Brunel School maintains the attitude of "it could happen here". Any child in any family, in any school could become a victim of abuse, harm, and/or neglect.

All those who come into contact with children through their everyday work or volunteering have a duty to safeguard and promote the welfare of children. All persons working with children must have undertaken a DBS.

If you are not DBS checked, you will not be left unsupervised with children at the School.

**The School aims to ensure that:**

- Appropriate action is taken in a timely manner to safeguard and promote children's welfare.
- All staff are aware of their statutory responsibilities with respect to safeguarding.
- Staff are properly trained in recognising and reporting safeguarding issues.

**ATTENDANCE**

The school is committed to supporting the attendance of pupils. We have a duty of care to know where our pupils are if they are absent from school. We are required to report pupil persistent absence to the Local Authority, who may begin legal action. For more information, see the school's safeguarding and attendance policy on our website.



**TYPES OF HARM & ABUSE**



**Physical:**

Deliberately hurting a child causing injuries such as bruises; broken bones; burns or cuts.

**Emotional:**

The persistent emotional maltreatment of a child such as to cause severe and adverse effects on the child's emotional development.

**Sexual:**

Forcing or persuading a child to take part in sexual activities

**Neglect:**

The persistent failure to meet a child's physical and / or psychological needs, likely to result in the serious impairment of the child's health or development.

**WHAT SHOULD I DO IF I AM WORRIED ABOUT A CHILD?**

Report the concern to the Designated Safeguarding Lead (DSL) who will decide the appropriate actions.

If you consider the child is in immediate danger you should make a referral to Children's Social Care and / or the police. Tell the DSL as soon as possible if you make the referral directly.

Safeguarding is everyone's business!

**WHAT SHOULD I DO IF A CHILD DISCLOSES THAT THEY ARE BEING/HAVE BEEN HARMED?**

- Listen to what they have to say.
- Allow them the time to talk and do not ask leading questions.
- Take what the child is disclosing seriously.
- Stay calm and do not show that you are shocked or upset.
- Tell the child they have done the right thing by telling you.
- Explain what will happen next and that you will have to pass this information on.
- Do not promise to keep a secret.
- Write up the conversation straight away, sign and date it.
- Refer the information to the DSL.

**WHAT SHOULD I DO IF THE ALLEGED ABUSER IS A MEMBER OF STAFF?**

You should report such allegations to the Headteacher: Vikki Alden.

**WHAT SHOULD I DO IF THE ALLEGED ABUSER IS THE HEADTEACHER?**

You should report such allegations to the Special Partnership Trust – 01872 613 115

**TRAINING**

It is mandatory for all new staff, including agency workers, to complete Safeguarding level 2, Prevent, and Keeping Children Safe in Education (KCSIE) training. Anyone working with children must read part one of KCSIE. This will be discussed during the onboarding process. The Safeguarding Team are Level 3 trained.

Our safeguarding policy and other relevant policies can be found on our website.

