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 Co Headteachers: Mrs Kim Stokes  
 Mrs Tracey Cansdale

## LEARNING, LISTENING, LIVING

31<sup>st</sup> March 2017

Dear Parents and Carers

You may have seen press and news reports about local school inspections and the use of the term 'safeguarding'. Some parents have asked what it means and what our safeguarding policies and procedures are. Safeguarding is a word used in education and caring professions to mean protection from harm and the promotion of well-being. For children in school it means:

- protecting children from abuse and maltreatment
- preventing harm to children's health or development
- ensuring children grow up with the provision of safe and effective care
- taking action to enable all children and young people to have the best outcomes.

This is the responsibility of every adult working in school but also our whole school community, as we all want the very best for every child. Children feeling safe in school and having adults that look out for all aspects of their well-being is our priority. You can read our full Safeguarding Policy on the website at <http://christchurchcressage.co.uk/key-info/policies/>

### What are some of the things that we do to ensure effective safeguarding at Christ Church?

- When we recruit new members of staff we have policies about checking their employment history and carrying out checks including whether anyone has any criminal convictions or cautions;
- We provide on-going training for staff about safeguarding, including aspects such as e-safety, training about promoting equality; and health and safety briefings;
- It is part of our normal staff meetings to consider the safeguarding aspects of anything we decide to do such as making sure we have enough first aiders on a visit, thinking about how we help children use play equipment in a safe and fun way, as well as how we deal with behaviour concerns;
- All contractors who may work in school, e.g. carrying out a repair also have checks carried out by the local authority or are accompanied on site by a member of staff;



- Any visitors sign in and have badges so that children are clear who should be in school;
- When there are concerns about a child's health or well-being we communicate clearly with families and other professionals involved and keep records so that we know what actions need to be taken to improve the child's situation.

In School we have a Designated Lead for Safeguarding who is the Headteacher and all staff and members of the community who have any concern about safeguarding should speak to me or Mrs Stokes. If we are out at a meeting, there is a Designated Deputy Safeguarding Lead who is Mrs Douch who can be available.

### **What can you do as a parent to help with promoting safeguarding at Christ Church?**

Safeguarding is a whole community responsibility and there are a number of areas in which we ask for your support:

- Please always use the main entrance if you need to enter the school building after 9am and sign in our Visitors' Register and wear the Visitor's Badge. The children's entrance is locked after this time and although children use it under supervision to come in and out at break times, they are trained not to hold open the door for visitors or parents during the school day.
- If you need to enter the school grounds at playtime or during a playground PE lesson, to collect a child for an appointment, please wait at the green gate by Childrensworld and the member of staff on duty will unlock the gate to let you in.
- If you are in school during the school day or helping with a visit, please keep your mobile phone out of sight. We are a no phone zone, apart from office areas but ask that any visitors and parents notify our administrator before using a phone in school.
- At the end of the day please leave the school grounds promptly. Although our grounds are lovely, at this time of day they are in use by Childrensworld and after-school activities and we need to ensure that other children and adults have safely left the grounds promptly so that these activities are uninterrupted and the adults on site (Childrensworld staff and after-school club leaders) can focus on the children signed into their care. So please don't let children play on the trim trail or in the wooded area at the end of the day; they do get opportunities in school time to do this.
- Please don't use the car park gate to exit the school grounds unless you are a parent who is a member of staff with a car parked in the staff parking area. No children should ever walk across the car park, particularly as cars could swing into the entrance and this could be a potential safety hazard.

We do appreciate your support in helping us to provide a safe and friendly environment in which children can learn, flourish and achieve their potential. I am always happy to discuss any concerns in person or by phone and if you would like to discuss any of these matters further, then please catch me at the beginning or end of the school day or phone to make an appointment.

Kind regards

Tracey Cansdale

