

## Safeguarding at Lydgate Junior School

- If you have any concerns about a pupil at this setting, please share this information with us straight away.
- Issues such as appearance, hygiene, behaviour, can be shared with teaching or support staff.
- Do not worry about reporting small matters – we would rather you tell us than miss a worrying situation.
- **If you think that a pupil or an adult who cares for them has been or might be harmed; please talk to a member of our trained safeguarding team immediately (details below).**
- You can ask any member of staff to find them and speak to you about a confidential and urgent matter.

- If you are unhappy with the way we have dealt with something, please tell us.
- If you wish to report it to us formally, please use our complaints procedure or write directly to the Head Teacher or Chair of Governors.
- A concern, allegation or disclosure of abuse involving someone working with children or adults in a paid or unpaid capacity **must** be reported directly to the Head Teacher, unless it involves them and then it should be reported directly to the Chair of the Governing Body.

### Our Designated Safeguarding Lead, Looked After Child Lead and Headteacher is:

**Mrs Rachel Hurding**  
Their office is located next to the school office



Their tel. no is 0114 2669500

### Our Designated Safeguarding Deputy and Deputy Headteacher is:

**Mrs Bethany Noble**  
Their office is located next to the school office



Their tel. no is 0114 2669500

### Our Chair of Governors is:

**Mr Simon Hamilton**



### Our Safeguarding Governors is:

**Mr Andy Hogg**



### Our Special Education Needs Coordinator is:

**Miss Alix Wall**

Their office is located near to the school office



Their tel. no is 0114 2669500

## How our Setting Safeguards Pupils

**We understand that safeguarding and promoting the welfare of children is everyone's responsibility and fully endorse the core principles of safeguarding:**

- Protecting children from maltreatment (*A child is anyone under 18 years old*)
- Preventing impairment of children's mental and physical health or development
- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care
- Taking action to enable all children to have the best outcomes.

**We are child-centered and we will always promote pupils' health, well-being, personal and emotional development.**

**We create a safe, inclusive learning culture where pupils;**

- Are respected and protected from bullying and discrimination.
- Can talk and express views, be listened to and get feedback.
- Have their needs met and fulfil their potential?
- Know how to get help.
- Know when discussion is confidential.
- Learn about online-safety, bullying, healthy relationships, abuse, neglect, exploitation

**We work in partnership with parents and carers by offering;**

- Open, honest, and respectful relationships
- Comfort and privacy to talk and get advice.
- Involvement and inclusion at all stages of pupil's education and care
- Understanding of culture and diversity
- Clear explanations and use of professional interpreters
- Up-to-date emergency contact details
- Information about our complaints procedure
- Support and signposting to adult services if vulnerable

**We promote early help and support by:**

- Prompt identification and assessment of additional needs of all pupils and their family
- Putting ongoing support in place, with a clear planning and review cycle
- Sharing information appropriately with pupils, families and agencies
- Preventing concerns from escalating

**We store and share information securely by:**

- Following legislation and guidance
- Having appropriate IT filters and monitoring systems in place
- Explaining how, what, where and when information is shared.
- Maintaining detailed, accurate and secure written records of discussions, decisions and actions, and sharing appropriately

**Our Safeguarding policies and procedures:**

- Available publicly for pupils, families, staff
- Following National and SCSP guidance and arrangements (e.g. [Keeping children safe in education](#))
- Include staff/pupil behaviour and relationships, and online communications.
- Updated annually

**We have a coordinated approach to concerns:**

- There is quick staff response to inform DSL/D about pupil concerns.
- There are timely referrals to Children's Social Care and Police where risk of significant harm exists.
- We work with all agencies to support pupils and families through multi-agency meetings e.g., child protection conferences, plans and actions

**We have safe recruitment and management practices by ensuring that:**

- Unsuitable people do not work with children.
- There is a positive, open culture and environment.
- Whistleblowing process for staff concerns about organisational practice are in place.
- All allegations of abuse by staff, carers or volunteers are reported using the correct procedures

**Our trained volunteers, staff and management have:**

- Clear safeguarding roles and responsibilities
- On-site safeguarding induction and refreshers
- High quality SCSP basic and advanced staff training
- Regular DSL/D staff safeguarding updates of skills and knowledge