

STAFF CONDUCT

If you are concerned about the conduct of a member of staff following an observation or disclosure the following actions should be taken: Immediately inform the Head Teacher (Mrs Helen Heap) or Deputy Head Teacher (Dr David Brewin).

In their absence, inform another member of the Senior Leadership Team.

KEEPING YOURSELF SAFE WHILE IN SCHOOL

When bringing your child to school you will naturally come into contact with other children. A few simple guidelines should be followed:

- Be careful how you interact with or speak to other children. Children may interpret things you say differently.
- Avoid physical contact with any children unless you are preventing them from hurting themselves or others.
- Always report to a member of staff if a child speaks to you or touches you inappropriately.
- Log the incident, time and date and pass onto Safeguarding Leads.

If you have concerns about the conduct of a member of staff it is **YOUR** responsibility to pass this on.

And finally ... if in doubt ASK!

USEFUL CONTACTS

Designated Safeguarding Lead:

David Brewin
(Deputy Head Teacher)

Deputy Designated Safeguarding Lead:

Karen Wood
(Assistant Head Teacher)

Safeguarding Support:

Debbie Williams,
Serina Notice

Chair of Governors with Safeguarding Responsibility:

George Craig

Interim Headteacher:

Helen Heap

Sandwell Children's Safeguarding Board
0121 569 3100

Early Help Desk
0845 3521836

Local Authority Designated Officer
0121 569 4770

**Thank you and enjoy your time
with us at Rounds Green Primary**



**A PARENT'S
GUIDE
TO
SAFETY AND
SAFEGUARDING**

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

If you become concerned or worried about:

- something a child says;
- marks or bruising on a child;
- a change in a child's behaviour or demeanour;
- a situation at home.

You MUST inform one of the designated safeguarding leads in school—they will offer advice and be able to take the appropriate action.

If you are unsure whether to report, talk immediately to a member of school staff who will advise. Better to be safe than sorry, so if in doubt always report.

REMEMBER: Child abuse happens to all children, regardless of gender, culture, religion, social background and those with or without a disability.

For further advice a copy of the School's Safeguarding Policy can be obtained by contacting the school office or looking on the school website
www.roundsgreen.sandwell.sch.uk

Everyone has a duty to keep all children safe from harm.



TYPES OF HARM

Physical—this is when a child is deliberately hurt or injured.

Sexual—this is when a child is forced or influenced to take part in sexual activity. This can be physical—or non physical (e.g. made to look at an inappropriate image).

Emotional—this is when a child is made to feel frightened, worthless or unloved. It can be by shouting, making threats, or making fun of someone. It can also be when children see parents or visitors to the home fighting or using violence.

Neglect—this is when a child is not being taken care of by their parents. It can be poor hygiene, poor diet, not keeping appointments for support, not coming to school or being left home alone.

SAFEGUARDING STATEMENT

Rounds Green Primary School is committed to safeguarding and promoting the welfare of children and requires all staff, volunteers, parents and visitors to share in this commitment.

This leaflet explains our expectations of you as a parent. If you are unclear about any information in it, please speak to one of the named contacts.

If you are concerned about the safety of any child in our school or concerned about the conduct of a member of staff, please immediately inform one the **Designated Safeguarding Leads** (see overleaf).

