Use of mobile phones

All visitors will be required to leave their belongings, including their mobile phone, in a safe place during their visit. In order to protect both our children and yourself, please do not use a mobile phone whilst in school (unless during a lunchtime and in the staffroom). Only school equipment should be used to photograph children.

In the event of a Fire

On discovering a fire, raise the alarm at the nearest call point (any contractors working in the boiler house should, on the detection of a fire, raise the alarm in the main school entrance area).

All visitors, including parent helpers, must leave the building by the nearest fire exit, assemble on the Key Stage Two playground and report to the office staff so they can check the visitors' book.

If you are working with a specific child or group of children, instruct your group/ child to leave with you by the nearest exit and walk to the assembly point. It is important that pupils are evacuated to safety, do not stop to collect belongings, go straight to the assembly point and if possible close doors behind you to prevent the spread of fire. At the assembly point, unite the child/children with the class teacher as soon as possible.

Health and Safety

Our office staff act as lead first aiders and all accidents should be reported to the school office as soon as possible. Please refer to our Health and Safety policy for further details.

Allegations against adults working with children

If you are concerned about the behaviours or actions of an adult working with our children, please speak to Mr Freear immediately. If your concerns are about Mr Freear then you should refer this to our Chair of Governors, Lewis Bourne. You can also refer to our whistleblowing policy, a copy is available in the staffroom or on the school website.

Safeguarding procedures at Straits Primary School

Safeguarding and promoting the welfare of children is everyone's responsibility. Everyone who comes into contact with children has an important role to play.

Straits Primary School staff aim to identify concerns early, provide help for children, promote children's welfare and prevent concerns from escalating. It is important all staff (including those who do not work directly with children) recognise the important role they play in protecting children.

The Designated Safeguarding Lead (DSL) and Headteacher is:

Mr Freear

Email: pfreear@straits.dudley.sch.uk

Telephone: **01384 818575**

The deputy DSL and Deputy Head is:

Mr Wade

Email: dwade@straits.dudley.sch.uk

Telephone: **01384 818575**

The nominated safeguarding governor is: Lewis Bourne

Email: lewjb123@sky.com

Telephone: **01384 818575**

Safeguarding at The Straits Primary School

The school aims to ensure that:

- We establish and maintain an ethos where children feel secure and are encouraged to talk and are listened to.
- We ensure that children know that there are adults in the school whom they can approach if they are worried or are in difficulty.
- We ensure that if staff have any concerns about a child's welfare, we act on them immediately, following our organisation's child protection policy and speak to the designated safeguarding lead (or deputy).
- We include in the curriculum activities and opportunities (specifically through PHSRE/computing) which equip children with the skills they need to stay safe from abuse (including online) and to know where to get help.
- We ensure every effort is made to establish effective working relationships with parents/carers and colleagues from other agencies.
- We operate safer recruitment procedures and make sure that all appropriate checks are carried out on new staff and volunteers who will work with children including identity, right to work, enhanced DBS criminal record and barred list (and overseas where needed), references, and prohibition from teaching or managing in schools.
- 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.

If you see or hear anything that causes you concern please speak to Mr Freear or Mr Wade immediately.

If a child discloses a safeguarding issue to you, you should:

- Listen to and believe them. Allow them time to talk freely and do not ask leading questions.
- Stay calm and do not show that you are shocked or upset.
- Tell the child they have done the right thing in telling you. Do not tell them they should have told you sooner.
- Explain what will happen next and that you will have to pass this information on. Do not promise to keep it a secret.
- Talk to the DSL (Mr Freear or DDSL (Mr Wade) as soon as possible. .
- At no time should an individual teacher/member of staff consider taking photographic evidence of any injuries or marks to a child's person, this type of behaviour could lead to the staff member being taken into managing allegations procedures.

ChildLine 0800 1111

CLICK CEOP Internet Safety

Dudley Safeguarding People Partnership

NSPCC Worried about a child? 0808 800 5000 help@nspcc.org.uk

MASH: 0300 555 0050

Out of Hours Duty Team: 0300 555 8574