

Goldfield Infants' and Nursery School

Child Protection – A code of good practice



It is the policy of the school to safeguard the welfare of all its pupils by protecting them from neglect and from physical, sexual and emotional harm

Essential information – keep it with you

What happens if ...?

If you suspect abuse, a young person confides in you, or a complaint is made about any adult or about yourself, it is your duty to report the concern.

If a young person tells you about abuse by someone else:

1. allow the young person to speak without interruption, accepting what is said;
2. offer immediate understanding and reassurance, while passing no judgement;
3. advise that you will try to offer support but that you must pass the information on;
4. immediately tell the school DSP (Debbie Stevens) or DDSP (Anne Nolan);
5. write careful notes of what was said; use actual words wherever possible;
6. sign, date and pass your notes to the DSP or DDSP.

If you have concern about a young person's safety and well being:

1. immediately tell the DSP or DDSP;
2. write careful notes of what you witnessed, heard or was told;
3. sign, date and pass your notes to the DSP or DDSP.

if you receive a complaint or allegation about any adult or about yourself:

1. immediately tell the DSP or DDSP;
2. write careful notes of what you witnessed, heard or was told;
3. sign, date and pass your notes to the DSP or DDSP;
4. try to ensure no one is placed in a position which could cause further compromise.

NOTE any adult in school has the right to report any concerns, or suspicions about another member in confidence and free from harassment to the DSP or DDSP or Chair of Governors.

You must refer; you must not investigate

If in doubt about policy or procedure please contact the School Office on 01442 823551 admin@goldfield.herts.sch.uk



Code of Behaviour

Do put this code into practice at all times

Do treat everyone with dignity and respect

Do set an example you would wish others to follow

Do treat all children equally – show no favouritism

Do stay in sight of a member of staff at all times

Do allow children to talk about any concerns they may have and encourage the child to speak to a member of staff

Do be aware of the school's Child Protection Policy on the school website

Do remember safeguarding is for your protection as well as the pupils

Do remember that mobile phones contain a camera and must NOT be used in school

Do remember that ONLY school staff are allowed to photograph Goldfield pupils

Do maintain confidentiality

Do take any allegations or concerns of abuse seriously and refer immediately to Designated Senior Person (Debbie Stevens) or Deputy Designated Senior Person (Anne Nolan)

Do approach staff at anytime for help, support and guidance

Do ask for feedback from the DSP or DDSP after you have reported any concerns

Do refer also to the Visitors to School Policy

