

Keeping Children Safe

Holly Grove School is committed to creating a happy and safe environment for our children to learn. This leaflet will help you understand how we keep your children safe by telling you:

- How children can be harmed
- What we must do to keep your child safe from harm.
- What you must do as a parent to help your child be safe and enjoy school

Child Protection- This is an important subject in which all staff receive regular training. Our priority is to work with you but there may be times when we have to involve other people.

Everybody has a responsibility to keep all children under the age of 18 safe from harm.

Harm is identified in four ways:

Physical—When a child is deliberately hurt

Sexual—When a child is influenced or forced to take part in a sexual activity. This can be physical or non-physical.

Emotional—This is when a child is made to feel frightened, worthless or unloved. It can also be when children see their parents, or visitors to the home, fighting or using violence

Neglect—This is when a child is not being taken care of e.g. poor hygiene, missed appointments, not attending school etc.

Who to speak to in school about safeguarding?



Karen Alty
Head Teacher



Eve Taylor
Deputy Head



Rebecca Taylor
Assistant Head



Danielle Alty
Assistant Head



Nick Barrett
Family Support
Manager



Nicola Whyte
Chair of Governors

Safeguarding our pupils at Holly Grove School



Information for Parents and Carers





What School Must Do

A child should be able to go to school and feel safe.

Anybody who works or volunteers at Holly Grove will be checked by the Police (vetted) to make sure they are safe to work with children and then trained to identify child abuse and what to do if they are concerned.

The school has 5 Designated Safeguarding Leads: **Eve Taylor** (Deputy Headteacher), **Karen Alty** (Headteacher), **Nick Barrett** (Family Support Manager), **Rebecca Taylor** and **Danielle Alty** (Assistant Heads) who have had extra training to know what to do when a concern is brought to them.

We will always listen to you and work closely with you if we are concerned about your child but, sometimes, we may not be able to discuss our concern. The school has a safeguarding policy which tells you more about this and when we must speak to the police or children's services. Policies are available from the office or on the school website.

We will help your child to learn about keeping themselves safe including healthy relationships and online safety. Your child will have a keyworker and be told what to do if they are worried or concerned about their safety.



What Parents/Carers Must Do

Parents and Carers are the most important people in keeping their children safe. You should always:

- ✓ Feel confident to raise concerns
- ✓ Talk to school if you need support
- ✓ Supervise your child online
- ✓ Read the school policies about safeguarding
- ✓ Let the school know about your child's medical conditions/needs.
- ✓ Let the school know if you have any court orders relating to the safety of your child
- ✓ Let the school know if there is a change in your circumstances such as a house move, a new contact number, a change of name, a change of parental responsibility
- ✓ Let the school know who will be dropping off or collecting your child and two other emergency contacts. You must inform the school of any changes to agreed arrangements.
- ✓ Let the school know if your child is going to be absent and the reasons why

How we safeguard your child

Attendance – Your child's attendance will be monitored daily and significant absences followed up. We may do a home visit if we can't make contact to check on you and your family's safety. Please read our attendance policy.

Behaviour – Holly Grove School has a behaviour policy. Please read this. Where a child's behaviour may impact on their own or others' safety a Behaviour Support Plan may be written. This will **always** be written with you, with your consent.

Bullying – Friendship and kindness is taught and modelled throughout school. All incidents of bullying and child on child abuse will be taken very seriously and we will work with the children and families to resolve. Please read our anti-bullying policy.

CPOMS – All safeguarding incidents and welfare concerns are recorded on our confidential, electronic recording system.

E-Safety – Pupils are taught to keep themselves safe online. Filters are in place to stop pupils accessing inappropriate material.

Health & Safety – Everyone at Holly Grove has a duty to keep adults and children safe. The school is safe and secure and has robust risk assessments and policies. Trained First Aiders and medically trained staff are always available.

If you have any questions or concerns about safeguarding, please contact a DSL.