

Extremism and Radicalisation is the holding of extreme political or religious views. All views expressed in school should be appropriate and not extreme or radical in nature. Anyone expressing intolerant or extremist attitudes will be asked to leave the school site.

Child on child abuse or inappropriate behaviour

If you hear or see anything that gives you any concern, including interactions between students, please report it as a safeguarding concern.

Staff Conduct

If you are concerned about the conduct of a member of staff following an observation or disclosure, please make sure you immediately inform Mr McMahon (Senior Deputy Headteacher) or Mr Ogle (Executive Headteacher)

Keeping Yourself Safe

- Be professional. Be careful how you interact with or speak to a child, the child may interpret language/actions differently.
- Avoid physical contact with children unless you are preventing them from immediately harming themselves or others.
- Avoid being on your own with a child, always ensure that a door is open and that you are visible to others.
- It's best not to do anything for a child that he or she can do for him or herself.
- Always tell someone if a child touches you or speaks to you inappropriately. Log down the incident time and date it and pass it on to the Senior Deputy Headteacher.
- Remember... if in doubt... REPORT IT

Visitor Procedures

- All visitors must sign in at Main Reception.
- All visitors will be issued with an appropriate pass which must be displayed at all times whilst on the site.
- Visitors with a DBS check will receive a GREEN lanyard.
- Visitors without a DBS check will be given a RED lanyard and must be supervised at all times.
 - Visitors wishing to speak to a particular member of staff should telephone the school to make an appointment, when possible, to avoid disappointment.
- Visitors must not use a smart phone or camera on site.
 - Visitors must sign out at the Main Reception and return their visitor pass.

Evacuation

Please follow the instructions on posters around school, leaving calmly and swiftly through the nearest available exit and meet at the muster point on the field at the rear of school.



Safeguarding and Visitor Information



STALHAM
HIGH SCHOOL

Safeguarding Statement

We are committed to safeguarding and promoting the welfare of children. This requires all staff, volunteers and visitors to share this commitment. All staff have received and read the appropriate sections of Keeping Children Safe in Education (DfE)

This leaflet contains information about our expectations while visiting the school. If you are unclear about anything in it please ask.

Please keep the leaflet in a safe place so that you can read it again if you need to. If you are concerned about the safety of any child in our school, you must report this to one of the following Designated Safeguarding Lead (DSL) trained staff:

- Mr L McMahon – Senior DSL
- Ms P Beck – Deputy DSL
- Ms R Lessells
- Mr A Ogle

Online Safety

Safeguarding advice also applies to the use of the internet and social media sites. Please follow the procedures on this leaflet if you have any concerns.



What do I do if I am worried about a child?

If you become concerned about a child you must inform the Designated Safeguarding Lead (DSL), Deputy Designated Safeguarding Lead or another member of staff on the list in this leaflet AS SOON AS POSSIBLE and before leaving the site.

- If you feel that a child may be at risk of harm but are not sure then please still inform the DSL immediately who will offer advice and take appropriate action.
- Child abuse happens to all children regardless of gender, culture, religion, social background and those with or without a disability.
- A copy of the school's Safeguarding and Child Protection Policy is available from reception as are 'nagging doubt' forms to help visitors share a concern in writing.

What do I do if a child discloses that they are being harmed?

- React calmly
- Listen carefully to the child, particularly what is volunteered/said spontaneously
- Do not promise confidentiality. Explain to the child that you may need to pass on the information if you are worried about their safety.
- You may clarify what the child is telling you but as soon as your concern is confirmed ask no further questions as further enquiries may be compromised.

Only trained investigators should question a child.

Reassure the child that they have done the right thing. Record carefully what the child says (using a nagging doubt form) in their words including how and when the account was given. Ensure the Date, time and your name is on the form. Pass this on to the one of the staff listed in this leaflet.

Types of harm

Everybody has a responsibility to keep all children under the age of 18 safe. This applies to both the home and school environment. Harm is identified in four ways:

Physical abuse is when a child is deliberately hurt or injured

Sexual abuse is when a child is influenced or forced to take part in a sexual activity. This can be a physical activity or none physical, e.g. being made to look at an inappropriate image or made to say inappropriate things.

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

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