



St Bede's Catholic Primary School

Safeguarding & Child Protection



This information is for adults who come into contact with children at St Bede's Catholic

Please read the following information which is designed to help education staff and visitors to understand the importance of working safely with young people at the school.

Please remember the following; children who are at risk of harm or neglect can sometimes be identified by the following:

- Verbal disclosure.
- 'Secret(s)' - Adults **MUST** share information that could indicate a child is being harmed/neglected.
- Information from concerned school friends or other students.
- Behaviour.
- Emotional well-being.
- Written school work.

MANAGING ALLEGATIONS AGAINST MEMBERS OF STAFF

In exceptional circumstances you may have concerns about the conduct of a staff member.

It is very important to do the following:

- If it is a member of staff you **MUST** share your concerns with the Headteacher.
- If it is the Principal you **MUST** share your concerns with Mrs Josie Wilson, Chair of Governors via the School.
- Allegations against staff will be referred to the Local Authority Designated Officer (LADO) who manages allegations against members of staff.

Any further action will be coordinated by the LADO.



During working hours:
Monday to Thursday 8.30am – 5pm
Friday 8.30am – 4.30pm

Redcar & Cleveland Multi-agency Hub
Daisy Lane, Overfields, Redcar

Tel: 01642 130700

Email: RedcarMACH@redcar-cleveland.gov.uk

Out of hours:
Emergency Duty Team
Tel: 01642 524 552

In an emergency contact Cleveland Police on:
101

St Bede's Catholic Primary School
Redcar Road
Marske
TS11 6AE
Phone: 01642 485217
Email: enquiries@stbedes.npcat.org.uk

KEEPING YOUNG PEOPLE SAFE!

All staff and visitors have a responsibility to help identify children and young people who are at risk of significant harm and in need of protection.

If you identify a Child Protection/ Safeguarding concern in respect of a child you must report it to a member of the 'Safeguarding Team' via the Main Office as soon as possible:

- **Ms Smith**
Designated Safeguarding Lead
- **Mrs White**
Deputy Designated Safeguarding Lead
- **Mrs Trenholm**
Deputy Designated Safeguarding Lead

Safeguarding Team



Ms L Smith
Designated Safeguarding Lead



Mrs R Trenholm
Deputy Designated Safeguarding Lead



Mrs K White
Deputy Designated Safeguarding Lead

HELPFUL TIPS TO PROTECT CHILDREN!

Safeguarding Children and Young People is a sensitive and difficult area and requires a Working-Together ethos.

Good lines of communication **MUST** be shared with the Safeguarding Team as soon as possible.

It is important that the child's voice is heard and recorded.

A child may choose to share child protection concerns with you.

You should listen to the young person at an appropriate time; try to record word for word what they have disclosed.

Please be factual and remember to state:

- The name of the child.
- The date and time of disclosure.
- Details of the disclosure.
- The authors name, signature and date.
- Remember your statement could be used as evidence.

If a child discloses a child protection concern with you, DO NOT QUESTION FURTHER OR INVESTIGATE.

Please inform a member of the Safeguarding Team immediately.