



Everyone at Whitehouse Primary School shares an objective to help keep children and young people safe by providing a safe environment, identifying children and young people who are suffering or likely to suffer significant harm and taking appropriate action.

This leaflet has been given to you to make sure you understand what is expected of you.

Please seek advice from your Designated Safeguarding Lead (Linda Kelly) or Deputy DSL (Judy Bennett) for Child Protection if you are unclear about anything in this leaflet.

### **When and what might I be concerned about?**

At any time, you may be concerned about information which suggests a child is being neglected or experiencing physical, emotional or sexual harm.

You may observe physical signs, notice changes in the child's behaviour or presentation, pick up signs of emotional distress or have a child disclose a harmful experience to you.

Harm to a child can be caused by:

- A parent/carer
- A family member/friend
- Another child
- A stranger
- A member of staff/volunteer

### **What should I do if a child discloses that s/he is being harmed?**

#### **1. Listen**

*Listen carefully to what is being said to you, do not interrupt.*

#### **2. Reassure**

*Reassure the pupil that it is not their fault. Stress that it was the right thing to tell. Be calm, attentive and non-judgemental.*

**Do not** promise to keep what is said a secret.

Ask **non-leading** questions (**TED**) to clarify if necessary:

*Tell me more...*

*Explain that to me...*

*Describe what happened...*

*Allow the child to say what they need to say, do not stop them.*

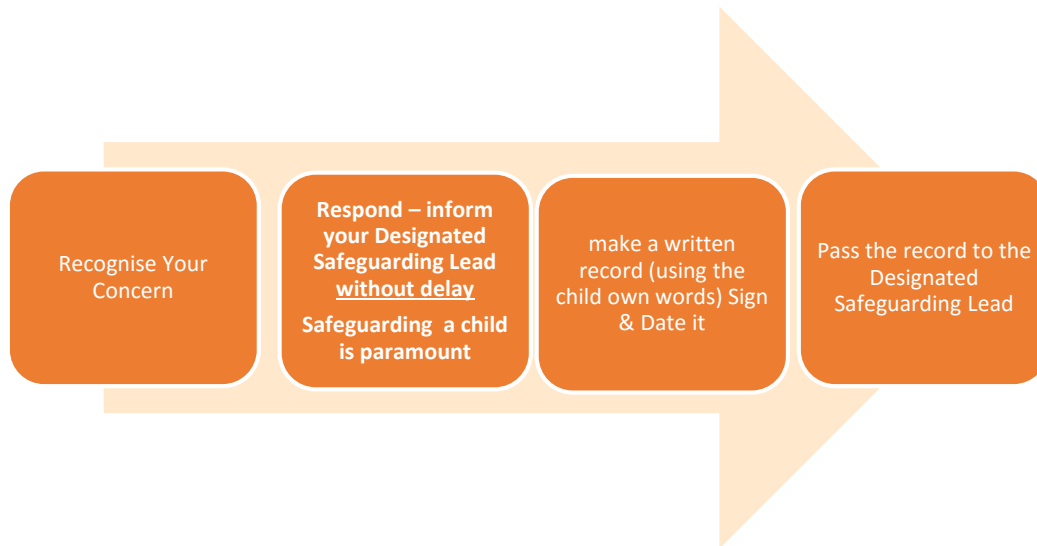
The information you have may not be enough on its own for a Child Protection referral, however it will help your Designated Safeguarding Lead to make a decision about risk of harm to the child.

## What should I do if the alleged abuser is a member of the staff or a Volunteer?

If your concern is about a staff member or volunteer, you should report this to the Designated Safeguarding Lead.

If your concern is about the Designated Safeguarding Lead, you should report such allegations to the Local Authority Designated Officer. Contact details can be found on the bottom of this leaflet.

## What Must I do ?



## Important Contact Information

The Child Protection Policy has been given to me, signed and it can be found:

In the main reception office , on Teachers drive, on the website and via the Safeguarding team.

In line with this, **any concern must be reported:**

Your Designated Safeguarding Lead is:

Linda Kelly (Head of School)

Other Designated Safeguarding Teachers are:

Judy Bennett (Sarah Bennett, Kim Kemp IFtL)

Safeguarding Governor and Chair:

Local Authority Designated Officer is:

Jo Clifford 01908 254300

Milton Keynes Referral Hub is: 01908 253169/70

Out of Hours: 01908 265545