

At Warrender Primary School, our children's wellbeing is our highest priority. All staff members whether teaching or non-teaching including clerical, catering and cleaning staff; volunteers and members working on site employed other services or agencies; and those working with children and families in the community, have a statutory responsibility to safeguard and promote the welfare of the children.

Every child has the right to a good education; be free from discrimination; and to be safe from harm and abuse whether at home or at school.

As a Parent, Carer or Guardian of a child attending our school, it is vitally important that you are aware of what to do if you have any concerns about a child or staff member, and to avoid any situation that may put a child and or yourself at risk.

If you are worried about the safety of any child in our school, or have concerns regarding our safeguarding practices, you must report it.

In every case you should discuss any concerns with one of the Safeguarding leads

Safeguarding Lead:
Louise Huse

Deputy Safeguarding Lead:
Helen Brown

Designated Safeguarding Governor:
Wendy Maynard

No child should suffer from harm or abuse, at home or at school. Everyone who works at our school has a responsibility to ensure that all our children are safe.

We take this responsibility very seriously and as such, will ensure that all staff teaching, non-teaching and supply are made familiar with the school's child protection and safeguarding policies.

In addition, this leaflet has been given to you to inform you about our commitment to the Safeguarding and Child Protection of our pupils at Warrender Primary School. Please ask a member of staff if you are unclear about anything within this leaflet and keep it in a safe place so that you can read it again if needed.

Safeguarding Lead: **Louise Huse**

Deputy Safeguarding Lead: **Helen Brown and Ignus Bornman**

Designated Safeguarding Governor: **Wendy Maynard**



WARRENDER
PRIMARY SCHOOL

OLD HATCH MANOR
RUISLIP, HA4 8QG
01895 462355

www.warrender.hillingdon.sch.uk

A GUIDE FOR
PARENTS
CARERS AND GUARDIANS



SCHOOL SAFEGUARDING INFORMATION

If you have any queries regarding the information contained within this leaflet, please contact our safeguarding lead: **Louise Huse**

Our school governor responsible for safeguarding is **Wendy Maynard** and can be contacted through the school office.

Working together, we

A . S . P . I . R . E
achieve support pride inspire respect enjoy

Copies of our Safeguarding/Child Protection Policy and Whistleblowing Policy can be consulted through our website or in our school office. A copy of a Child Protection Concern Form can be obtained from the Safeguarding Lead.

All staff members working with our children require a Disclosure and Barring Service (DBS) check. When adults who visit the school do not hold a DBS check then necessary precautions are taken to ensure the safety of the children. If you are entering our site outside of dropping and collection times, you will be required to sign in and out, and may be requested to wait for an appropriate chaperone to accompany you. Any interaction with children whilst on site must be conducted openly and with the knowledge of staff.

Parents are the most important people to keep their children safe. You should always:

- Feel confident to raise concerns about a child.
- Talk to school if you need help or support.
- Let the school know if your child has a medical condition.
- 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, contact number, name change or 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.



Safeguarding and Parents:

We will help your child to learn about keeping safe. Lessons can include healthy eating, anti-bullying, e-safety, road safety, healthy relationships, drug and alcohol awareness. As part of these lessons your child will be told what to do if they are worried or concerned about their safety.

We will always endeavour to listen and work closely with you if we are concerned about your child, however in some circumstances we may not be able to discuss our concern with you as we must liaise directly with Social Services and or the Police.

Safeguarding Issues:

Warrender Primary has a number of key policies and procedures to help in the protection and safeguarding of its children. The majority of these policies can be located on our website and include:

Anti-Bullying Policy, Attendance Policy, Behaviour Policy, E-Safety and Safeguarding Policy. It is important you become familiar with these.

Attendance — Your child's attendance is monitored daily and significant absences are always followed up by the attendance officer.

Behaviour and Bullying — The school has a clear policy for the whole school. It takes all cases of bullying very seriously and will work with children and families to try and resolve any problems.

Health and Safety — Everyone has the responsibility to keep adults and children in a safe. The school has trained first aiders to deal with accidents in school.

E-safety — The school recognises that technology plays an important role in the education of children and is fully committed to safeguarding children in the virtual world. To support parents, the school has e-safety information to help keep your children safe.

What should you do if you are worried or have a safeguarding concern about a child?

There may be an occasion that you become aware that there are problems at home, school or elsewhere that give you a cause for concern. This could be marks or bruises, something a child says or the condition that they are in.

Make some notes immediately, recording:

- The nature of your concern;
- Date, time and place;
- Any facts or evidence which lead to your concern;
- Your observations;
- Child's precise words or key phrases

Do not interpret simply record the facts. These details may need to be written on an official Child Protection Concern Form with your name and signature.

Any concerns should be reported as soon as possible to a safeguarding lead.