



Learning as we grow, growing as we learn

CHILD PROTECTION

**A QUICK REFERENCE
FOR ALL STAFF AND
VOLUNTEERS**

As an adult working with children

YOU

Have a legal duty to act when you have a concern about
a child's welfare.





Pinner Wood Safeguarding Team



When should I be concerned?

You may see physical signs

You may hear worrying accounts

You may pick up on emotional distress

You may notice changes in a child's behaviour on presentation

A child may disclose to you

If you have concerns about a child's wellbeing, tell their class teacher immediately.

If a child discloses information to you that leads you to believe they may be in an unsafe situation or at risk of harm please tell their class teacher immediately.

If you cannot do this, please refer your concern to the Designated Safeguarding Lead, Sarah Marriott or the Deputy Designated Safeguarding Lead for Child Protection, Jo Bretayne. If both these people are absent from school, please contact any other member of the Safeguarding Team.

If you have concerns about a child, or a child has made a disclosure, it is important that a note is made of what the child has said. Do not question the child or discuss it with anyone other than the class teacher, Miss Marriott or Mrs Bretayne. You will be given support to record the disclosure, if necessary.

Above all, if a child tells you something of concern,

DO NOT

Tell the child you will keep it a secret.

**ALL CHILD PROTECTION CONCERNS SHOULD BE BROUGHT
TO THE ATTENTION OF:**

THE DESIGNATED SAFEGUARDING LEAD JO BRETAYNE

OR

THE DEPUTY DESIGNATED SAFEGUARDING LEAD SARAH MARRIOTT



The most recent legislation, makes it the legal duty of ALL adults working with young people to raise Child protection concerns

- Be observant but not intrusive: a watchdog not a bloodhound! It is NOT your job to ‘investigate’
- Don’t promise confidentiality – EVER...
- Listen to the child rather than speaking yourself
- Keep an open mind – don’t judge what the child says
- Reassure them that they have done nothing wrong
- Make the child feel comfortable in your presence
- Accept their language, even if its unconventional
- Be patient if the child is hesitant or appears muddled or confused
- Make notes straightaway (afterwards) but do not ask the child to write down or sign anything

All members of school staff have the authority to record the incident on CPOMS.

If you are not a member of the school staff, you can get the ‘notice of concern’ forms from the School Office or the child’s class teacher.

All ‘Notices of concern’ should be given to Jo Bretayne on the day the concern is recorded. If Jo is not available please leave the form in an envelope on her desk and tell Sarah, Nathan or Amy.





REMEMBER

A delay in reporting your concerns could cause the child greater harm.

Adults working in school are often the first person to see a child after they have been abused.

Not all abuse has physical signs.

If in doubt speak to a member of the Safeguarding Team.

