When to be concerned?

When you become aware of information that leads you to be concerned about the physical, emotional or sexual wellbeing of a child.

The information you may have may not be enough on its own for a child protection referral. However, it will help your **Designated Safeguarding Lead (DSL)** to make a decision about the risk of harm to the child.

If a pupil speaks to you and asks you not to tell anyone else explain that you cannot promise to do that. Explain it is your responsibility to keep them safe from harm and may therefore have to pass on the information to a safeguarding lead.

Alerts

- You may see physical signs
- You may hear worrying accounts
- You may pick up emotional distress
- You may notice a change in a child's behaviour or presentation
- Someone may disclose to you

Harm can be caused to a child by:

- A parent / carer
- Family member / friend
- Another child
- Stranger
- Member of staff / volunteer

If you think there is a safeguarding or child protection issue you MUST report your concern to the DSL

Ms Smith
Mrs Franks
Mr Wills
Miss Ashfield
Mrs Elsegood
Ms Scott
(form in front office)

If your concern is about a staff member / volunteer you should report this to the Headteacher
Mr Johnson

If your concern is about the Headteacher inform the Chair of Governors

Mr Livesey
who can be contacted at school through the Clerk to Governors

Miss Smith

Miss Ashfield

Mrs Franks

Mr Wills

Mrs Elsegood

Ms Scott

Mr Johnson
Headteacher

Any member of staff or volunteer who does not feel confident to raise their concerns with the Headteacher or Chair of Governors should contact the local authority designated officer directly on:-

Tel: 0344 800 8020

Or in an urgent situation the Police on 101 or 999

Please avoid using your mobile phone around school

West Norfolk Academies Trust

Springwood High School

Child Protection Procedures 2020 - 2021

As an adult working with children and young people **YOU** have a duty to act when you have a concern about a child's welfare