

# Keeping Children Safe

Nechells Primary E-ACT Academy is committed to creating a happy and safe environment for our children to learn.

This leaflet will help you understand how we keep your children safe by telling you:

- How children can be harmed
- What we must do to keep your child safe from harm
- What you must do as a parent to help your child be safe and enjoy school

## Child Protection

This is an important subject in which all staff receive regular training. Our priority is to work with you but there may be times when we have to involve other people.

Everybody has a responsibility to keep all children under the age of 18 safe.

Harm is identified in four ways:

**Physical**—This is when a child is deliberately hurt or injured

**Sexual**—This is when a child is influenced or forced to take part in a sexual activity. This can be a physical activity or none physical, e.g. being made to look at an inappropriate image

**Emotional**—This is when a child is made to feel frightened, worthless or unloved. It can be by shouting, using threats or making fun of someone. It can also be when children see their parents, or visitors to the home, fighting or using violence

**Neglect**—This is when a child is not being taken care of by their parents. It can be poor hygiene, poor diet, not keeping appointments for additional support, not coming to school or being left home alone.

# Useful Contacts

[www.thechildrenstrust.org.uk](http://www.thechildrenstrust.org.uk)

Tel: 01737 365 000

[www.lscbbirmingham.org.uk](http://www.lscbbirmingham.org.uk)

Tel: 0121 303 1888

Emergency Services

Tel: 999

## Fire Safety

A Fire Alarm test takes place weekly, on Wednesday mornings at 10.00am.

If the Fire Alarm sounds outside of this time, please evacuate the building at your nearest exit and make your way to the **Fire Assembly Point** in the **main playground**.



**KEEPING  
CHILDREN  
SAFE**

**IMPORTANT  
INFORMATION  
FOR  
VISITORS  
2018 – 2019**

## IMPORTANT NOTICE TO OUR VISITORS

- \* All visitors must sign in and out with reception. If you have photo identification it must be shown to the reception staff and worn whilst on site. If you are a visiting teacher with no identification you will need to be collected by a member of staff.
- \* You will be issued with a visitor lanyard which must be worn at all times. If you have a DBS check, you will be given a green lanyard and you are permitted to move around the building on your own. If you don't have a DBS check you will be given a red lanyard and you must be accompanied by a member of staff at all times. Please return your lanyard to reception before leaving site.
- \* If you have an appointment with a member of staff you will be collected and escorted whilst on site by them.
- \* As a visitor to our school you will have a legal duty to care for your own safety and others' Health and Safety.
- \* If the Fire Alarm sounds please leave the building by the nearest exit and report to the reception staff at the Assembly Point on the playground. Please **DO NOT** stand with the person you are visiting.
- \* Visitors are not permitted to enter classrooms unless accompanied by a member of staff.
- \* The school grounds are subject to COSHH regulations.
- \* Please note that the school has a **NO SMOKING POLICY**.
- \* We ask that all visitors refrain from using mobile phones whilst on site.

## Summary of Child Protection Information for Visitors

Nechells Primary E-ACT Academy is committed to the highest standards in protecting and safeguarding the children entrusted to our care.

Our school will support all children by:

- \* Promoting a caring, safe and positive environment with our school
- \* We will encourage self-esteem and self-assertiveness
- \* We will effectively tackle bullying and harassment issues.

We recognise that some children may be the victims of neglect, physical, sexual or emotional abuse. Staff working with children are well placed to identify such abuse.

At Nechells we aim to:

- \* Create an atmosphere where all our children can feel secure, valued and listened to
- \* Recognise signs and symptoms of abuse
- \* Respond quickly, appropriately and effectively to cases of suspected abuse.

If you have a concern that a child is being harmed, is at risk of harm, or you receive a disclosure (intentionally or unintentionally) you must contact the following staff members as quickly as possible:

**Mr D Camps**  
Designated  
Safeguarding Lead



**Miss N Ahmed**  
Deputy Designated  
Safeguarding Lead



**Mrs L Mahony**  
Safeguarding Officer



**Mr A Stratford**  
Safeguarding Officer



## Safeguarding Statement

Nechells Primary E-ACT Academy is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. We are fully committed to ensuring that consistent effective safeguarding procedures are in place to support families, children and staff at school. All concerns are passed through the Designated Safeguarding Lead who is trained in compliance with the "sharing of information" guidance.

The Designated Safeguarding Lead is Mr D Camps. He is supported by a team of other teachers and members of staff.

If you have any serious concerns about your child or any other pupil at Nechells Primary E- ACT Academy please do not hesitate to contact the Designated Safeguarding Lead who knows who to contact for the best advice and help and is experienced in using the appropriate degree of confidentiality.

For the best interests of all our children we use the following safeguarding measures:

### Cause for Concern

Teachers are asked to report any causes for concern to the School Safeguarding Team using a written pro-forma. Any concerns will be shared with parents as early as possible as more often than not there are extremely reasonable explanations for the concern. Concerns may range from children being visibly upset to persistent lateness to children 'disclosing' concerns.

### Attendance

All lateness and absences are recorded by the Outreach Support Worker, Miss Neelam Ahmed. Reasons will be sought for all absence or lateness. Attendance is monitored through these systems and referrals to the Safeguarding Team can be made. Parents will always be informed of concerns around attendance at the earliest point. If attendance concerns continue the school can issue Penalty fines.

### E-Safety

We support our pupils' use of the internet and seek to underpin their knowledge of safe use and protection. We provide our students with an awareness of how to stay safe online both in the school environment and beyond.