Our school is committed to safeguarding and promoting the welfare of children and we expect all staff, volunteers and people contracted to work on site to share this commitment.

This means that we have a Safeguarding and Child Protection Policy and procedures in place. Everyone on site must ensure that they are aware of these procedures, all visitors will be given our Safeguarding and safety information to read when they sign in at the school office. Please do not enter classrooms unless escorted by a member of staff or by prior arrangement.

If you have a concern about a child’s welfare, please record your concern and any observations or conversations heard and report it to one of our DSL’s as soon as possible. Do not conduct your own investigation. If you are unable to contact a DSL at this time, please contact Ms Elspeth Clarke our Child Protection and Safeguarding Governor via the School Office.

If you have a concern about the behaviour of an adult on site (which suggests he or she is a danger to the children) then you should report this to a DSL in confidence and she will consider what action to take. Do not conduct your own investigation. Or if your concern relates to the Head teacher, please contact the Chair of Governors via the School Office.

**School Designated Safeguarding Leads**

Mrs Spick  
Headteacher

Mrs Ellis  
Assistant Headteacher  
Inclusion

Miss Davies  
Deputy Headteacher

Mrs Fleming  
Early Years SENCo