

Please remember the following; children/young people who are at risk of harm or neglect can sometimes be identified by the following:

- Verbal disclosure.
- 'Secret(s)' - Adults MUST share information that could indicate a child is being harmed/neglected.
- Information from concerned school friends or other students.
- Behaviour.
- Emotional well-being.
- Self-harm.
- Written school work
- Social media information.

MANAGING ALLEGATIONS AGAINST MEMBERS OF STAFF

In exceptional circumstances you may have concerns about the conduct of a staff member.

It is very important to do the following:

- If it is a member of staff you MUST share your concerns with Mr Richardson, Head of School and Designated Safeguarding Lead or the Deputy Designated Safeguarding Leads,
- If it is the Head of School you MUST share your concerns with Mrs O'Gara Executive Headteacher Designated Safeguarding Lead, Mrs Beth McGlasson, Designated Safeguarding Governor or Mr Jamie Douglas, Chair of Governors.

Allegations against staff will be referred to the Local Authority Designated Officer (LADO 01642 771577) who manages allegations against members of staff.

Any further action will be coordinated by the LADO.



Safeguarding & Child Protection at Zetland Primary

This information leaflet is for adults who come into contact with children and young people at Zetland Primary.

Please read the following information which is designed to help educate staff and visitors to understand the importance of working safely with young people at Zetland Primary

KEEPING YOUNG PEOPLE SAFE!

All staff and visitors have a responsibility to help identify children and young people who are at risk of significant harm and in need of protection.

If you identify a Child Protection/ Safeguarding concern in respect of a young person you must report it to a member of the 'Safeguarding Team' via the Main Office as soon as possible:

CONTACT DETAILS

Tel 01642 484595

Zetland Primary School, Redcar Lane,

Redcar, TS10 3JL

office@zetland.org.uk

Safeguarding Team



Mrs Alexa O'Gara
Designated Safeguarding
Lead (DSL)



Mr Paul Richardson
Designated Safeguarding
Lead (DSL)



Miss Joanne Clarkson
Deputy Designated
Safeguarding Lead (DDSL)



Mrs Miriam Fellows
Deputy Designated
Safeguarding Lead (DDSL)



Mrs Beth McGlasson
Designated Safeguarding
Governor (DSG)



Mrs Julie Barnett Early
IAT DDSL

Attendance Team

Mrs O'Gara, Executive Head
Mr Paul Richardson, Head of School
Valerie Richardson, School Secretary
Gemma Ramsden, IAT Attendance Officer

HELPFUL TIPS TO PROTECT CHILDREN!

Safeguarding Children and Young People is a sensitive and difficult area and requires a Working-Together ethos.

Good lines of communication **MUST** be shared with the Safeguarding Team as soon as possible.

It is important that the child's voice is heard and recorded.

A child may choose to share child protection concerns with you.

You should listen to the young person at an appropriate time; try to record word for word what they have disclosed.

Please be factual and remember to state:

- The name of the child.
- The date and time of disclosure.
- Details of the disclosure.
- The authors name, signature and date.
- Remember your statement could be used as evidence.

If a child discloses a child protection concern with you, DO NOT QUESTION FURTHER OR INVESTIGATE.

Please inform a member of the Safeguarding Team immediately.