If you have any concerns regarding a child, please complete the form below & pass to a member of the Safeguarding Team:

Visitor Name:	
Contact Details:	
Title/Profession:	
Name of Pupil:	
Safeguarding Concern:	
Details of Safeguarding Concern:	

Signed: _____

Date: _____

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If you need support in contacting the above named people, please speak to a member of the Office team or any member of Eastfield's staff.

If you need to make a referral to the Safeguarding Children's Partnership, contact:
Online: www.safernel.co.uk
Phone: 01472 326292

If you have any concerns regarding the conduct of a member of the Eastfield Staff Team, please speak to the Principal or contact the Local Authority Designated Officer (LADO)

Phone: 01472 326118

Eastfield Primary Academy Safeguarding Procedures

At Eastfield Primary Academy we believe it is good practice to be open and honest with our parents/carers about any concerns we may have. Sometimes we need to gather and share information to support parents and safeguard our children:

- ✓ we might need to signpost parents/carers to support;
- ✓ we may need to share information with other agencies in order to gain support for our families (e.g.) accessing Early Help;
- ✓ there may be a need for a referral to Social Care;
- ✓ or we may be making an enquiry in respect of whether a child is subject to a Child Protection Plan.

When safeguarding concerns are raised in relation to our children, we will ensure we make every reasonable effort to inform parents/carers.

If we feel it necessary to make a referral to Social Care, we will always endeavor to inform parents/carers prior to doing so - we aim to work in a supportive relationship with our parents. However, a referral will not be delayed if we are unable to discuss our concerns with parents/carers.

Where a child expresses a wish for his or her parents not to be informed, their views are taken into consideration and a judgement made based on the child's age and understanding; this will determine if the child's wishes are followed, or the parents/carers are notified.

However, under certain circumstances concerns and/or information will not be discussed with our parents/carers before making a referral where:

- ✓ Discussion would put a child at risk of significant harm
- ✓ Discussion would impede a Police investigation or social work enquiry
- ✓ Sexual abuse is suspected
- ✓ Organised or multiple abuse is suspected
- ✓ Fictitious illness or induced illness is suspected
- ✓ Contact with the parents/carers would place child or others at risk
- ✓ It is not possible to contact parents/carers without causing undue delay in making the referral

In such cases advice will be sought from Children's & Families Service/Disabled Children's Service and/or the Police.

Once concerns have been shared with Family First Access Point (FFAP), depending on the content of the referral and the information received, the action taken by FFAP will vary.

Concerns from Parents/Carers

If a parent/carer has any safeguarding concerns in relation to a child, they can either speak to a member of Eastfield Primary Academy Safeguarding Team or contact North-East Lincolnshire's **Integrated Front Door** on **01472 326292** (option 2, option 2). Concerns to the Safeguarding Team can be discussed anonymously if necessary.

Safeguarding Team

Any member of our team is always happy to talk to our parents/carers about any concerns that they may have. We are always here to help and support.

Designated Child Protection Leader	Mrs Kerry Thompson
Child Protection Officer	Mrs Caroline Pell
Principal	Mrs Kerry Thompson
SENDCo	Mrs Jayne Lord
Assistant Principal	Miss Katie Tordoff
Assistant Principal	Mrs Kylie Watson