

FULWOOD ST PETERS CE PRIMARY SCHOOL

SAFEGUARDING INFORMATION FOR VISITORS AND VOLUNTEERS

Our school is committed to safeguarding children and promoting children's welfare and expects all staff, governors, visitors and volunteers to share this commitment through vigilance and a safe environment.

Safeguarding information is located in the [blue box](#) in the staff room.

If you have a concern that a child is being or at risk of harm or if you hear a child speaking about being harmed you must contact one of these staff as soon as possible:

Mr D.Merritt (In absence: Mrs Parkinson or Mrs Hoyle) Safeguarding Lead

If none of these staff is contactable:

Children's Social Care helpline 0300 123 6720

Other information on policy and procedure which are on the school website under Key Information > Policies include:

- [Behaviour](#)
- [Safeguarding/ Child Protection](#)
- [Online Safety](#)
- [First Aid](#)

This information is to give clear guidance on standards of behaviour expected by everyone working with children in our school.

Conduct – expectations

- Refrain from sending personal messages to parents
- Not to seek to communicate with pupils outside of school
- Not to give out personal details
- Treat any information about children and their families with respect and discretion
- To refrain from discussing information which has been obtained in school outside of school including use of social media
- That they work with children in areas with good visual access and /or open doors
- Report any concerning behaviour to the persons above
- You appearance to be appropriate to be with children of a young age
- To behave in a manner which is neither favourable not unfavourable to individual children

Mobile Phones

- Mobile phones are not permitted past the hall doors
- On trips phones may only be used in agreement with the visit leader

If a child makes a disclosure

- Avoid being shocked or embarrassed
- Listen to the child without interrupting
- Do not keep secrets
- Don't ask leading questions and report your concerns straight away as above

FIRE ACTION NOTICE

The fire alarm is a continuous high pitched sound.

On discovery of a fire use an alarm call point located at the nearest exit

Exit the building by the nearest point shown by



Assembly point is the path furthest away from the building across the field at the rear of school