

Keeping Who Safe?

Adults visiting or working on a school site play an important part in the life of a school, whether helping to build or maintain the building or visiting as part of the school's wider community.

We can all play a part in keeping young people safe whilst working on or visiting a school site. This is whether you are directly employed by the school, or working as a contractor or sub-contractor.

Keeping young people safe is covered by the Government Guidance (DFE 'Working together to Safeguard Children' July 2018, DFE 'Keeping Children Safe in Education' Sep 2018).

Our actions can sometimes be perceived in a way that was not intended. We want to promote safe working practices for everyone on a school site.

We must also take steps to keep ourselves safe. To keep yourself safe from possible allegation, please follow this advice.

Don't...

-  Instigate verbal or physical contact with young people (this applies both on and off site) unless it is appropriate and part of an agreed reason for your visit.
-  Respond to verbal or physical contact with young people. If this occurs, or you have any other concerns about behaviour then report it immediately to your foreman or to someone in the school office.
-  Give any personal information to any young person, for example your name, address, telephone or mobile number or e-mail address, this includes access to your social networking site.
-  Accept or respond to a young person attempting to give you personal information, for example their name, address, telephone or mobile number or e-mail address, this includes access to your social networking site.
-  Accept verbal or physical abuse from a young person. **DO NOT** respond yourself, but report it immediately to your foreman or to someone in the school office.
-  Use any school facilities e.g. toilets, changing rooms etc, unless you have been previously authorised to do so.

Do...

-  Be aware that verbal interaction with young people may be interpreted by them as offensive or as harassment, even if it was not your intention.
-  Report any unacceptable behaviour from a young person.
-  Be aware that contact made outside the school environment, as a result of you coming into contact with a young person whilst you are on a school site, may have an impact on your employment.
-  Please, follow the advice in this leaflet, and keep yourself and our young people safe!



Children's Act 2004

States:

Every Child Matters

All children have the right to:

- Stay safe
- Be healthy
- Enjoy and achieve
- Achieve economic well-being
- Make a positive contribution

At Ghyllside

Every Child really does Matter!

Protecting children is your responsibility too



Mrs E Garbutt
Deputy Headteacher: KS2
Designated Safeguarding Officer



Mr H Davies:
Headteacher
Deputy Safeguarding Officer



Mrs Y Williamson
Deputy Headteacher: KS1
Deputy Safeguarding Officer
Nominated Governor for
Safeguarding; Child Protection
We are here to help

Ghyllside Primary School

Safeguarding Children

Guidance for adults visiting or
working on a school site



*Inspiring achievement
a love of life
and
learning for all*