

Appendix 2: Safeguarding Induction

Blofield Primary School



Safeguarding Information for visitors and volunteers

We all have a statutory duty to safeguard and promote the welfare of children, and at our school we take this responsibility seriously.

If you have any concerns about a child or young person in our school, you **MUST** share this information **IMMEDIATELY** with our Designated Safeguarding Lead (DSL) Mr Lawrence Dibden or the alternate person listed.

Do not think your worry is insignificant if it is about hygiene, appearance or behaviour – we would rather you told us because we don't want to miss something.

If you think the matter is very serious and may be related to child protection, for example, physical, emotional, sexual abuse or neglect, you must find one of the designated professionals detailed below and provide them with a written record of your concern. A copy of the form to complete is attached to this and others can be obtained from the office. Please ensure you complete all sections as set out on the form.

If you are unable to locate the DSL please ask a member of the office staff to find them, explaining that you need to speak to them immediately about a confidential and urgent matter.

Any allegation concerning a member of staff or a volunteer should be reported immediately to the Head teacher. If an allegation is made about the Headteacher you can pass this information to the chair of governors Mr Paul Culley-Barber at chairofgov@blofield.norfolk.sch.uk or you can contact the Local Authority Designated Officer on 01603 223473.

			
<p>Mr Lawrence Dibden Designated Safeguarding Lead Based in Year 6 classroom (mobile near the car park)</p>	<p>Mrs Teresa Doggett Alternate Safeguarding Professional Based in Headteacher’s office next to staffroom</p>	<p>Mrs Rachel Prior Alternative Safeguarding Professional Based in Yr 4 classroom</p>	<p>Mrs Sarah D’Rosario Alternative Safeguarding Professional Based in the office near the entrance</p>