

CHILD PROTECTION

What to do if you have a concern

If you have any concerns about a young person you meet in Rivers ESC, you should immediately report these to a member of staff.

If you feel a young person is at risk or is the subject of abuse, you should speak to the Designated Child Protection Officer:

Nichola Mansfield
Deputy Headteacher

Michael McDermott
Deputy Headteacher

If you are unable to locate any of these members of staff, then concerns should be taken directly to the Headteacher Janet Bourne or Home School Liaison Officer Howard Ricketts.

Things you should report

- Does the young person seem regularly to be unfed or unkempt?
- Does the young person seem to regularly be bruised or have injuries?
- Does the young person talk about violence at home?
- Does the young person act in age inappropriate sexual ways?

This list is not exhaustive. Please report anything that gives you cause for concern.

What if a child wants to tell me something that gives me cause for concern?

If a child begins to tell you about something that is happening to them that gives you cause for concern, you should:

- Tell them that you want to make sure they are safe;
- Tell them that you will have to pass on what they tell you to help keep them safe;
- Listen carefully and try not to ask questions;

**PLEASE REMEMBER:
NEVER PROMISE TO KEEP A
SECRET
ALWAYS PASS ON THE
INFORMATION
IMMEDIATELY**

Introduction

Safeguarding and Child Protection are the most important parts of staff roles at Rivers Education Support Centre. We ask everybody who works with our young people to follow the guidelines set out in this information leaflet.

Regardless of whether you are a teacher, a member of support staff, a visitor or a volunteer, we ask that whilst you are at Rivers Education Support Centre you observe our policies and procedures at all times.

Keeping Young People Safe

The Centre operates a policy of restricting unsupervised access to young people only to those who have been correctly vetted.

All adults who work regularly with our young people must undertake a DBS check which must be completed before they commence working with our young people.

Adults who are visiting the school on a "one off" basis will be asked to sign in our visitors' book and be asked to wear a badge which identifies them as a visitor to our school. Upon departure, visitors will be asked to sign out and return the badge.

Safety Information for Visitors

First Aid

In the case of an accident, please contact the School Office.

Photographs

Visitors are prohibited from taking photographs on school site.

Please ensure that you follow instructions on the school site and do not operate machinery or equipment you are not trained for.

Fire and Evacuation

The alarm is a continuous bell. You must leave then building by the nearest exist. Please make your way to the assembly point and ensure that you are recorded present by reception staff.

You must not reenter the building until it is safe to do so.

Smoking

Rivers ESC operates a no smoking policy. Please do not smoke anywhere on the site.



Safeguarding and Child Protection A Quick Guide