

**CPOMS** stands for Child Protection Online Monitoring System and is used by school for monitoring child protection, safeguarding and pastoral and welfare issues. **CPOMS** provides our safeguarding team with a system to help with the management of child protection, behavioural issues, bullying, special educational needs and domestic issues. Every member of staff across school has an obligation to report any concerns which they may have. **CPOMS** allows this information to be recorded in a central repository and have relevant people alerted immediately. Senior leaders can build a chronology around a student and can produce reports for Case Conference Meetings, Governors and other professionals very easily.

#### **Safeguarding Procedures at Dr Walker's CE (VC) Primary School are:**

**Dr Walker's CE (VC) Primary School is committed to safeguarding and promoting the welfare of children and expects all staff, volunteers and visitors to share this commitment.**

We have several policies and procedures in place that contribute to our safeguarding commitment, including our Safeguarding and Child Protection Policy which can be viewed in our Policies.

Sometimes we may need to share information and work in partnership with other agencies when there are concerns about a child's welfare. We will ensure that concerns about our pupils are discussed with parents/carers first *unless we have reason to believe that such a move would be contrary to the child's welfare.*

We actively support the Government's Prevent Agenda to counter radicalism and extremism.

Our Designated Safeguarding Lead (DSL) is Mrs J Dean - Deputy Safeguarding Lead (DDSL) is Mrs K Vorster who can deputise in the absence of our DSL. She helps support and develop our welfare staff. The governor currently with responsibility for safeguarding in our school is our Chair of Governors, Mrs C Adams.

#### **IMPORTANT INFORMATION**

The NSPCC have launched a dedicated helpline for children and young people who have experienced sexual harassment or abuse at school, and for worried adults and professionals that need support and guidance. Young people and adults can contact the NSPCC helpline, Report Abuse in Education on 0800 136 663 or email [help@nspcc.org.uk](mailto:help@nspcc.org.uk) More information can also be found [here](https://www.nspcc.org.uk/about-us/news-opinion/2021/sexual-abuse-victims-schools-helpline/) <https://www.nspcc.org.uk/about-us/news-opinion/2021/sexual-abuse-victims-schools-helpline/>

Or alternatively you can contact Childline for advice on 0800 1111.

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#### **Operation Encompass**

**Dr Walker's CE (VC) Primary School** commitment to keeping every child safe, we are proud to be part of Operation Encompass. Operation Encompass is a unique Police and education early intervention safeguarding partnership which supports children and young people exposed to domestic abuse. Through this partnership the school's Key Adult will be informed by 9.00am on the next school day that the child or young person has been involved, heard or witnessed a domestic incident. This knowledge, given to schools through Operation Encompass, allows the provision of immediate early intervention which means that our children will be given support and nurture when they need it most

If you would like to speak to someone further about the project or require further information, please do not hesitate to our school's Key Adult via our school office.

**Dr Walker's CE (VC) Primary School is Mrs J Dean – Interim Head of School** If you would like to find out more information on this project there is a link below

<https://www.operationencompass.org>

### **Worried About A Child?**

If you are worried about the welfare or safety of a child it is very important that you contact someone. Children and Families Hub has a multi-agency hub - you can speak to someone there. The Children and Families Hub can be contacted by telephoning **0345-603-76277** from 9.00am to 5.00pm (Monday – Thursday) and 9:00am to 4:30pm (Friday). You can also contact them online <https://www.escb.co.uk/working-with-children/concerns-about-the-welfare-of-a-child/raise-a-safeguarding-concernrequest-for-support/>

We are always happy to speak to you about any worries or concerns you may have linked to the safety and welfare of a child. If you have any concerns about a child or a member of our school team whilst visiting our school, please do speak to them **without hesitation**.

**PLEASE NOTE: If a child is in immediate danger of being harmed, or if a child is home alone, the police should be called on 999.**

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### **Safeguarding Information for Visitors**

**All staff and visitors alike have a responsibility for safeguarding our pupils. To ensure this we ask the following:**

1. **Switch off** your mobile phone/device and store it in your bag
2. In the event you do need to use your mobile phone or camera enabled device, please do so in an area that is not accessed by the children, this includes corridors. Such places could be in the room off the staff room.
3. **Do not** take pictures, videos or sound recordings of any pupils unless you have sought permission from the school.
4. If you are working with a child, please ensure the class teacher is aware of this, where you are working and approximately how long for.
5. If you are working with a child, please do so in a conspicuous space. Ensure you can always be seen (e.g. through a window or through an open door). NEVER leave yourself in a closed room with a child.
6. If you have a concern about a child, please pass this on to the child's class teacher, who will then follow our safeguarding procedures. If they are not available, please speak with one of our Designated Safeguarding Officers – **Mrs J Dean – Interim Head of School or Mrs K Vorster – DDSL**.
7. If you have a concern about another adult in school, please ask to speak to **Mrs J Dean – Interim Head of School**.

8. **Always share concerns** with school staff, no matter how small they may appear, and don't keep them to yourself.
9. If a child says something to you that you think could be a safeguarding concern, act as above, and if possible, write down what was said immediately. Listen to the child, do not question them or promise them that it will remain confidential. **Act immediately.**

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## Photographs and Videos

Whilst lots of parents and carers really enjoy seeing photos and videos of their children's school life, we are very mindful of our duty of care towards all our pupils. We take the issue of safeguarding very seriously and this includes the use of photographic and video images.

Any photographs or videos taken by parents, carers and relatives at school productions, sports days or other events are for the enjoyment of individual families. They must not be used in any way that could potentially place a child at risk. This would include publishing images in any form of print or on the internet including places such as Facebook. This is clearly emphasised before these events take place.

We understand that in exceptional circumstances a parent or carer may not wish their child to be photographed or videoed in this way. If this is the case, then please speak directly to your child's class teacher or speak to Mrs J Dean. We will work with you to ensure your wishes are met.

Occasionally, the local press invites us to share photographs or videos of school events and special achievements. We also like to use photographs of our children in our prospectus and similar documents, for parent information meetings, newsletters. We also like to use photographs, of our children, on our website and social networking sites. We always seek permission for this. Parents are asked to complete a form giving their permission for each of these things. If once you have given your consent, you later change your mind please contact the school office.

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[Please click here to view our PREVENT Risk Assessment](#)

[Essex Safeguarding](#)

[NSPCC](#)

[Childline](#)

[Counselling directory](#)

[Keeping Children Safe in Education](#)

[Child Exploitation and Online Protection](#)

[Educate Against Hate](#) (Government website)

[How to protect your child from abuse](#) (by Charles Fortt, a leading safeguarding expert)