

Safeguarding statement

Appletree Gardens First School is committed to safeguarding and promoting the welfare of children and requires all staff, volunteers and visitors to share this commitment.

At Appletree Gardens First School it is our mission to support all of our pupils to:

"grow their learning"

We want pupils to be the best they can possibly be in all aspects of school life and beyond. We know our pupils can do this if they feel **safe** and **happy**.

We encourage and promote this environment with our code of conduct for staff and BLOSSOM code.



We welcome visitors to Appletree Gardens First school and ask you to follow the same code of conduct.

Visitor procedures and guidance

All visitors must sign in electronically at our Main Reception.

All visitors will be issued with an appropriate pass which must be displayed at all times whilst on the site.

All visitors must sign out at the Main reception before leaving.

For appointments to see a particular member of staff please contact the school office. If you are seeking an urgent appointment, please report to the Main Reception.

Contact: Do not initiate verbal or physical contact with students unless it is appropriate and part of the agreed reason for your visit.

Personal information: Do not give any personal information to students, for example, mobile phone, email, address

Social networking: Do not give students details of any personal social networking accounts or engage in communication with students using social networking sites.

Photographs: under no circumstances should you take photographs of our children whilst at our school.

Safety concerns: If you have any concerns that a student may be at risk of harm, report it immediately to the Designated Safeguarding Lead (Helen Bruce or a deputy DSL). Do not discuss your concerns with the student, and do not carry out an investigation.

If a student makes a disclosure to you, do not promise confidentiality. Explain that you will need to talk to someone else. Inform the Designated Safeguarding Lead (Helen Bruce or a deputy DSL) of your concerns immediately.

Mobile Phones: to protect our children we respectfully ask that you do not have your phone out or use it during your time in the school building.

Smoking: Appletree Gardens First School operate a no smoking policy. Please do not smoke anywhere on the school site.

Fire and Evacuation: In the event of a fire alarm please use the nearest fire exit and make yourself known to a member of staff. Please make yourself aware of the nearest fire exit where you are based.

Accidents and illness: All accidents, regardless of their severity, need to be reported. Please ensure you tell a member of staff. All accidents will be logged

What should you do if you are worried about the safety or well-being of a child at Appletree Gardens First School?



Head teacher: **Mrs Helen Bruce**
Keeping children safe is our top priority at Appletree First School. I am the **Designated Safeguarding Lead**. I ensure

all staff and volunteers who work at Appletree Gardens First are correctly trained and informed about our policy and procedure to safeguard pupils. I am trained to manage any child protection issue in school and have access to a range of contacts and resources to support this.



Deputy Head teacher, Y4 teacher: **Mrs Jayne Wilkinson**. I am also trained as a **Designated Safeguarding Lead** to manage any child protection issue in school and have access to a range of contacts and resources to support this.



KS1 lead, Maths Lead, Y2 teacher: **Miss Deb McGregor** I am also trained as a **Designated Safeguarding Lead** to manage any child protection issue in school and have access to a range of contacts and resources to support this.



SENDCo, intervention lead and class teacher: **Tracey Johnson** I am also trained as a **Designated Safeguarding Lead** to manage any child protection issue in school and have access to a range of contacts and resources to support this.



SENDCo, Little Pips and Out of School club care: **Susanne Cross** I am also trained as a **Designated Safeguarding Lead** to manage any child protection issue in school and have access to a range of contacts and resources to support this.

If you have ANY concern regarding child protection or concerns regarding the safety or wellbeing of any child DO NOT hesitate to contact us immediately.

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Appletree Gardens First School



School Visitor Safeguarding Guide

