

## **Appendix 1: School-Specific Safeguarding Information and Procedures**

### **Overview**

This document sits alongside our full Child Protection and Safeguarding Policy, which is fully in line with Warwickshire Safeguarding's procedures; it details the additional school-specific safeguarding systems and processes that we follow at Heathcote Primary School. In addition, this document outlines the key contextual issues that we take into account to ensure our students are fully safeguarded at all times.

The information detailed in this document is as follows:

- Safeguarding in the Local Community
- The DSL Team
- Site Security
- Priorities – Intent and Implementation
- Priorities – Measuring impact/Review

### **Safeguarding in the Local Community**

The majority of our pupils come from a very close catchment to Heathcote. Despite this, the volume of traffic around the school at drop off and pick up times presents a risk to safety. As a new housing development, the roads around the school have not yet been adopted and therefore traffic calming measures are not yet in place. Work is ongoing with our local partners and community to improve safety at key transition times around the school.

### **The DSL Team**

There are five members of the DSL Team at Heathcote Primary School. Their roles, responsibilities and locations are highlighted to all students at the start of every year, as well as to all staff members at induction and at least annually as part of annual safeguarding training. DSLs are easily identifiable by wearing rainbow lanyards. Regular reminders are also provided to all throughout the year. All visitors, including supply teachers, receive a leaflet upon arrival which details our safeguarding systems and approach and which identifies the DSL Team members, their location and what they must do if they are concerned about the welfare of a child.

The following poster is visible in every classroom, every office and on every corridor, as well as in the entrance hall of the school:

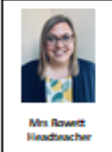
## HEATHCOTE

### Primary School

#### Safeguarding at Heathcote Primary School


The safety of our children is our primary concern and we have systems, policies and procedures in place to work hard to promote their safety and wellbeing.

The Designated Safeguarding Lead for Heathcote School is:




Mrs Rowett  
Headteacher

The Designated Safeguarding Governor is:

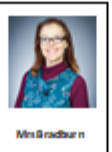


Ben Moir


The Deputy Designated Safeguarding Leads for Heathcote School are:




Mrs Abernethy



Mrs Bradburn



Mr Harwood



Miss Coacher

Our safeguarding policies can be reviewed through our website. Hard copies can be provided upon request.

\*\*\* ALL VISITORS MUST SIGN IN AND SHOW PHOTO ID \*\*\*

Visitors will be provided with either:

- A **GREEN LANYARD** if DBS checks are seen (or Safeguarding recognised Warwickshire/CAF ID)
- A **RED LANYARD** if no DBS checks are seen (no unsupervised contact with children)

School staff will be wearing either:

- A **RAINBOW LANYARD** - these people are DSL staff
- A **BLUE LANYARD** - these people are members of school staff

**All children and adults in the school are aware of these safeguarding identification indicators for visitors.**

Whilst visiting the school you may notice something about a child that causes you concern or a child may choose to share information of concern with you. If a child tells you something of this nature, please follow this procedure:

**RECOGNISE**  
If a child discloses information or you have concerns, remain calm and offer reassurance.

**RECORD**  
Tell the child you need to pass the information on  
Make a written note of what is said/has happened

**REPORT**  
Immediately pass all information to Mrs Rowett, Mrs Abernethy, Mrs Bradburn or any DSL on the safeguarding noticeboard.  
If you are unable to contact a DSL, anybody can make a referral: Warwickshire Front Door: 01926 414144

If you are concerned about a member of staff speak to the Head Teacher Mrs Rowett or the Chair of Governors Mr James Stacey.

## Site Security

All doors in the school are key card controlled to ensure secure access throughout the day. All visitors must report to the school office. On occasion, events take place in the school hall. The school hall has a separate access point and requires a key card to access the main body of the school. As the school is bordered by roads, the school has high perimeter fencing that ensures site security.

All staff wear school lanyards to confirm they are part of the school community. All visitors to the school must wear a lanyard to confirm they are permitted access. Red lanyards identify visitors who must be escorted while green lanyards are used to identify those who are DBS checked and are permitted to move around the school unescorted. All visitors are challenged if they are not wearing a lanyard.

## Priorities – Intent and Implementation

The following are the school's key areas of focus for the forthcoming year:

- **Early Help Assessments** – Early Help is a core pathway to elicit support for children and their families. The DSL regularly monitors the progress of students receiving support via EH with a focus on ensuring progress is rapid and if not, escalating those cases to attain greater support for the child via a referral to social care.
- **Attendance Support** – The post pandemic impact on attendance has been an issue which reflects the national picture. In response to this - and understanding that persistent absence can lead to increased safeguarding concerns - the school is reviewing its approach to addressing persistent absence in conjunction with other Trust schools and through employing new strategies as suggested by the DfE in recent guidance. All attendance intervention is in line with that outlined in the Attendance Policy, the Trust Attendance Strategy and the attendance section of the main Child Protection and Safeguarding Policy, including the section entitled children Missing Education.
- **Child-on-Child Abuse** – In full acceptance of the Ofsted 2021 finding that child on child abuse happens in all schools even if unreported, the school continues its focus on a proactive approach to addressing this topic. The school ensures all members of the school community are regularly reminded of its zero-tolerance approach to child-on-child abuse and are clear on how the school deals with instances of abuse in terms of providing support to those affected by it and in dealing with those who instigate it. The school teaches and promotes the development of a network of trusted adults where relationships are strong so that all students feel they can disclose knowing they will be fully supported and that the school's response will be rapid and effective.

## Priorities – Measuring Impact and Review

All of the above actions are currently in the process of either being implemented or are embedding. All will be reviewed at appropriate intervals throughout the academic year. Students,

staff and parents will be involved, as appropriate in different elements of review and further actions will be initiated in response. The impact of these changes will be reported back to governors, along with all other reviews of safeguarding via the DSL meetings with the safeguarding governor and through half termly School Standards Committee meetings and via the half termly School Self Evaluation report to governors.

