

## Safeguarding statement

The London Nautical School is committed to providing an environment for pupils, where children feel safe and are kept safe and all staff contribute to the culture of vigilance which is embedded in our school. All staff form part of the wider safeguarding system for children. This leaflet contains information about our expectations of you whilst visiting our school.

If you are unclear about anything in it please speak to any of the contacts named within. Please keep this leaflet in a safe place so you can read it again if you need to.

If you are concerned about the safety in our school, you must report this.

If you are concerned with the conduct of a member of staff or a volunteer in our school, you must contact the Headteacher Mr A Bull.

## Visitor procedures

- All visitors must sign in at Main Reception
- All visitors with Red lanyards must be escorted at all times around the school site as you are not DBS checked. Green lanyards are DBS checked.
- Visitors will be asked to remain under supervision of staff at all times whilst on site if ID cannot be produced.
- Visitors must not use a smart phone or camera phone on site.
- Visitors must sign out of reception and return their visitor badge before leaving the site

If you have any concerns please contact



Mr N Atherton

Designated Safeguard Lead

02079286801 ext 222



Ms Harvey

Deputy Designated Safeguard Lead

02079286801 ext 216



# School Visitor Safeguarding Guide

## Types of Harm

Everybody has a responsibility to keep all children under the age of 18 safe and applies to both the home and school environment. Harm is identified in four ways

**Physical-** This is when a child is deliberately hurt or injured

**Sexual-** This is when a child is influenced or forced to take part in a sexual activity. This can be physical or non physical, e.g. being made to look at an inappropriate image

**Emotional-** This is when a child is made to feel frightened, worthless or unloved. It can be by; shouting, using threats or making fun of someone. It can also be when children see their parents, or visitors to the home, fighting or using violence.

**Neglect-** This is when a child is not being taken care of by their parents. It can be; poor hygiene, poor diet, not keeping appointments for additional support, not coming to school or being left at home.

**Extremism and radicalisation-** If you are concerned about students holding of extreme political or religious views please share this with the DSL.

## What do I do if I am worried about a child?

If you become concerned about:

- Something a child says.
- Marks or bruises on a student.
- Changes in a child's behaviour or demeanour.
- You must inform the DSL or any of the safeguarding team
- If you feel that a child may be at risk of harm but are not sure then inform the Designated Safeguarding Lead/ Deputy immediately who will advise and take appropriate action.
- Child abuse happens to all children regardless of gender, culture, religion, social background and those with or without a disability.
- A copy of the school's safeguarding policy is located on the website and at reception

**Sometimes a child may disclose information to you. If it happens the following actions must take place.**

- React Calmly
- Listen carefully to the child, particularly what is said spontaneously
- Do not promise confidentiality. Explain to the child that you may need to pass on the information if you are worried about their safety.

## Keeping yourself safe

- Be professional. Be careful how you interact or speak to a child, the child may interpret it differently.
- Avoid physical contact with children unless you are preventing them from immediately harming themselves or others.
- Avoid being on your own with a child, always ensure that a door is open and that you are visible to others.
- It's best not to do every thing for a child that he or she can do for him or herself.
- Always tell someone if a child touches you or speaks to you inappropriately. Log down the incident/ time and date and pass it on to the DSL/ DDSL.
- If you have any concerns over the conduct of staff, it is your responsibility to inform the DSL.
- **Remember..... if in doubt..... ask.**

Only trained investigators should investigate a child.

- Reassure the child they have done the right thing
- Record carefully what the child says in their words including how and when the account was given. Date/ time and sign the record, use a LNS statement form. Pass this on to the Designated Safeguarding Lead

