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

If you become concerned about:

- Something a child says.
- Marks or bruising on a student.
- Changes in a child's behaviour or demeanour.

You must inform the Designated Safeguarding Lead.

If you feel that a child may be at risk of harm but are not sure, then inform the Designated Safeguarding Lead immediately who will offer advice and take appropriate action if necessary.

What do I do if a child discloses they are being harmed?

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

- React calmly
- Listen carefully to the child
- Do not promise confidentiality. Explain to the child that you may need to pass on the information if you are worried about their safety.
- Only trained investigators should question a child, do not use leading questions.
- Reassure the child that 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.
- Pass this on to the Designated member of staff for Safeguarding immediately.

Types of Harm

Child abuse happens regardless of gender, culture, religion, social background and those with or without a disability. Everybody has a responsibility to keep all children under the age of 18 safe and applies to both the home and school environment.

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 a physical activity or none 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—Results in deprivation their basic needs, including the failure to provide adequate supervision, health care, clothing, or housing, as well as other physical, emotional, social, educational, and safety needs.

Extremism and Radicalisation-The holding of extreme political or religious views

Female genital mutilation (FGM): is a collective term for a range of procedures which involve partial or total removal of the external female genitalia for non-medical reasons.

Child sexual exploitation (CSE): where children in exploitative situations and relationships receive something such as gifts, money, drugs, status or affection as a result of performing sexual activities.

Child criminal exploitation (CCE): is when gangs and organised crime networks exploit children to sell drugs. Often these children are made to travel across counties, and they use dedicated mobile phone 'lines' to supply drugs.

Online safety: such as playing age inappropriate games, accessing inappropriate content, grooming and scams.

Peer on peer abuse: This form of abuse occurs when there is any kind of physical, sexual, emotional or financial abuse or coercive control exercised between children. It includes bullying, cyberbullying, sexual violence, harassment and sexting.

Other types of harm: children missing from education, harmful sexualised behaviour, and so called 'honour based abuse'.

Staff Conduct

If you are concerned about the conduct of a member of staff following an observation or disclosure, the following actions must take place:

- Immediately inform the Principal.
- In their absence, immediately inform the Deputy Principal.

Keeping Yourself Safe

- Be professional. Be careful how you interact with 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 anything 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 it and pass it on to the Principal.
- If you have concerns about the conduct of staff, it is your responsibility to inform the Principal .
- Remember… if in doubt… ask.

A copy of the school's safeguarding policy is located in the school office and each classroom.

All visitors and members of staff must report any safeguarding or child protection concerns to one the Designated Safeguarding
Leads.

Designated People for Safeguarding & Child Protection:
Kara Bradley (office)
(Designated Safeguarding Lead)

Abigail Moore (office)
(Deputy Designated Safeguarding Lead)

Tracey Allen (office)
(Deputy Designated Safeguarding Lead)

Mike Blakey (office)
(Deputy Designated Safeguarding Lead)

Dawn Best (office)
(Deputy Designated Safeguarding Lead)

Jenny Kinnaird
(CIC Board Member responsible for safeguarding)

IF YOU FEEL A CHILD IS IMMEDIATELY AT RISK OF SIGNIFICANT HARM/HAS SUFFERED SIGNIFCANT HARM CALL 999.

Useful numbers and websites:
NSPCC - 08088005000
Best Futures' Office - 01472 278978
Integrated front door (NELC children's services): 01472 326292 (option 2).
LADO: Lado@nelincs.gov.uk 01472 326118

For further information on safeguarding children please follow the links below:
www.nspcc.org.uk/
www.lincolnshirechildren.net
www.safernel.co.uk/
www.northlincslscb.co.uk/

Further Information for Visitors

FIRST AIDERS:

Normal Hours, 8.30 am until 3.30pm
First Aiders available are located as follows:

Office: Tracey Allen, Mike Blakey, Kara Bradley, Steve Davies.
Treetops: Karen Muir
Oak/Willow: Carrie Kershaw

Out of Normal Hours
Nominated people who deal with First Aid incidents may not be available outside of normal hours. In the event of injury or illness, parents should be contacted by the supervising adult of the club or school event and dependant on the degree of injury, emergency services called. An emergency contact list is held by the school office. There is a landline phone available in the school office for this purpose.

PHOTOGRAPHS:
Visitors are **not** permitted to take photographs of Best Futures, staff or children without prior written permission from the Principal.

MOBILE PHONES:
Mobile phones are only to be used in the designated area, which is the Office. Phones must not be used anywhere else within Best Futures.

IN THE EVENT OF A FIRE

The fire alarm is a continuous bell.
If it sounds, leave the building immediately by the nearest exit and meet at the front of carpark

Best Futures School
Where Children Come First

Safeguarding Children

Guidance for adults visiting or working with Best Futures

Best Futures school is committed to safeguarding and promoting the welfare of children and requires all staff, volunteers and visitors to share this commitment.

This leaflet contains information about our expectations of you whilst visiting the school. If you are unclear about anything in it please speak to any of the contacts named within. Please keep the leaflet in a safe place so that you can read it again if you need to.

Please read it carefully and do not hesitate to ask if you require any further information.

Updated: September 2021.