



Keeping school informed

When thinking about children's safety, we cannot emphasise enough the importance of regular communication between home and school.

It is extremely important that you keep us informed about the following things:

- Let us know as soon as possible in the morning if your child is going to be absent so that we know where they are. If they are ill again on subsequent days please let us know **again** each morning.
- If your child has an injury please let us know as soon as possible.
- If your child's pick-up arrangements are changing please notify the class teacher via a note or if the arrangements change during the day please contact the school office.
- Please keep your contact details up to date with the school office by letting us know if your circumstances change. This includes mobile numbers and emergency contact details.

Keeping your child safe on the internet

To keep your child safe they should:

- Only email people they know, (why not consider setting up an address book?)
- Ask permission before opening an e-mail sent by someone they don't know.
- Not use internet chat rooms.
- Not use their real name when using games on the internet, (create a nickname)
- Never give out a home address, phone or mobile number
- Never tell someone they don't know where they go to school
- Never arrange to meet someone they have 'met' on the internet
- Only use a webcam with people they know
- Tell you immediately if they see something they are unhappy with
- Use a child friendly search engine
- Locate the computer in a family area
- Talk to your child about what they are doing and how they are using the computer.

Please see the e-safety section of the school website for further advice or information on this area of safeguarding.

www.stbenedictsjuniorschoolglastonbury.org

Safeguarding at St Benedict's Junior School



Keeping children safe



OUR LEGAL RESPONSIBILITIES

Although Child Protection may at times seem like a difficult topic to discuss, keeping the children at our school safe is our most important role. We are constantly aware of the duty of care we have for the children at St Benedict's Junior School.

St Benedict's Junior School fully recognises its responsibilities and duties to report Safeguarding and Child Protection concerns to the Social Services Department and to assist Social Services in Child Protection enquiries and in supporting Children in Need.

St Benedict's Junior School is proud of its excellent engagement with parents and carers and we think the home school partnership is vital in a child's development and learning. We will raise Safeguarding and Child Protection concerns with parents / carers at the earliest appropriate opportunity. We will always strive to help families who need support of any kind.

The school ensures that all staff are given appropriate and regular training in Safeguarding and Child Protection issues. The Local Authority gives annual training to all staff and this is further updated during the year by the Headteacher. Members of the Safeguarding Team, the Board of Governors and Senior Leadership team also attend regular Child Protection courses.



We have a Designated Safeguarding Lead who has overall responsibility for Safeguarding and Child Protection issues and here at St Benedict's Junior School this person is the Headteacher, Steve Gumm.

The Governors and staff of St Benedict's fully recognise the responsibilities and duty placed upon them to have arrangements to safeguard and promote the welfare of all pupils at the school. We recognise that all members of our community have a full and active part to play in the wellbeing and safety of our pupils.

We believe that our school should provide a safe, caring, positive, and stimulating environment in which pupils can learn and which promotes the social, physical and emotional wellbeing of each individual pupil.

This leaflet is intended to outline the approach to the safeguarding of children and your role in this as parents and carers.

Our full 'Safeguarding and Child Protection Policy' can also be found on our school website.

**Steve Gumm
Headteacher
And
Designated
Safeguarding Lead**

