



Safeguarding and Child Protection Training for Volunteers

18th April 2024



Objectives

- To be aware of key legislation and guidance
- To understand your part in establishing the school's safe culture
- To be able to identify the school Designated Safeguarding Leads
- To understand your safeguarding responsibilities as a volunteer
- To know what to do if you are concerned about a child
- To be aware of possible indicators of abuse
- To know what to do if a child makes a disclosure





Housekeeping

- Please remember that anything discussed today remains confidential within the school
- The slides will be available on the website for future reference
- There will be opportunities for questions and discussions as we go along



Key Legislation, guidance and policies

- Keeping Children Safe in Education (KCSIE) September 2023
- Working together to Safeguard Children December 2023
- What to do if you are worried about a child being abused (2015)
- The Children Act 1989 and 2004

School Policies:

- Safeguarding Policy 2023
- Online Safety Policy 2023
- Health and Safety Policy 2023
- Whistleblowing Policy March 2022
- Staff Code of Conduct October 2022
- Parent Code of Conduct December 2023



- Safeguarding is everyone's responsibility.
- Everyone who comes into contact with children and families has a role to play.
- The child's needs are paramount.
- And everyone must know how to:
- **Recognise Respond Record Refer**



What is Safeguarding?

Safeguarding is defined as:

- protecting children from maltreatment
- preventing impairment of children's health or development
- ensuring that children are growing up in circumstances consistent with the provision of safe and effective care
- taking action to enable all children to have the best outcomes.

(Working Together to Safeguard Children 2018)

A child centred approach is fundamental to safeguarding and promoting the welfare of every child. A child centred approach means keeping the child in focus when making decisions about their lives and working in partnership with them and their families.





Safeguarding and Child Protection

Safeguarding is what we do for all children in school. It includes all those activities around pastoral care and nurturing children to enable them to feel safe in the school. It will include all the policies and guidance we have in order to ensure that children are safe and that staff understand best practice with children e.g. behaviour management, physical interventions etc.

Child Protection relates to the activities we undertake to ensure that we are able to identify and support those children who may be vulnerable to abuse or at risk of harm. This will include identifying possible signs of symptoms of abuse understanding risk factors and vulnerability. We also need to consider and plan how best to help these children and their families in school and in partnership with other agencies.





Safe Culture





Coxheath Volunteer Protocols

- Sign in and out of reception using InVentry and wear a lanyard while on the school premises or on a school trip
- Green lanyard if you have had a DBS check
- Red lanyard if you need to be accompanied around the school building or be supervised completing an activity with children whether in school or on a school trip

DBS checks

- All volunteers having unsupervised, frequent or intensive contact with children must obtain an enhanced disclosure.
- This contact can be as little as one hour per week on an ongoing basis, 4 days or more in a month or overnight - such as a one-off residential trip.
- Volunteers undertaking other one-off contact are not eligible for enhanced disclosures, such as helping on sports day or school trips, however, adequate supervision must be in place.





Coxheath Volunteer Protocols continued

Keeping yourself and children safe

- Ensure that you are never alone with a child, unless you are in a public area such as a corridor e.g. when reading with a child. Try to always work with a group of children.
- In cases where children will not co-operate or respond to instruction, please refer them to the class teacher.
- **Do not under any circumstances physically take hold of a child unless the child is in danger**





Coxheath Volunteer Protocols continued

- Ensure that mobile phones are not used in the presence of children and are switched off where possible
- In the event of a fire, the fire alarm will sound. Please leave the building by the nearest exit and assemble on the school field.
- Lockdown procedures - follow the actions of the class teacher and children
- First aid is available from the school office. Registered first aiders are listed on signs in each room.
- Respect confidentiality at all times





Coxheath Volunteer Protocols continued

- If you have any concerns about a child for any reason, let the class teacher know at once. You may also report to the school Designated Safeguarding Leads.





Coxheath Primary School Information for Visitors

Lanyards

You have been given a visitor badge / sticker or lanyard so you can be identified as correctly signed in via our main office. Please ensure you wear this at all times during your visit to Coxheath Primary School.

Staff, Governors, music teachers and regular volunteer helpers all wear lanyards. All lanyards have cards that identify the wearer's name, role and staff have a photograph too.

We ask that you do not use your mobile phone whilst on site and, for safeguarding purposes, if taking pictures, you do not include children's faces.

Please report any accidents or near-misses to the Office so we can record these correctly with you.

Designated Safeguarding Leaders (DSLs)

Please report any safeguarding concerns (including Child Protection, extreme or radicalised behaviours or concerns) to any of our DSLs who will be happy to assist and deal with your concern in accordance with our safeguarding policy.



Beverley Evenden - Deputy Headteacher and lead DSL

Giacomo Mazza - Headteacher



Liz Webber - Assistant Headteacher

Rebecca Knight - Assistant Headteacher



Darren Flisher - Assistant Headteacher

Abi Cheeseman - Children & Families Support Officer



Posters can also be seen around the school

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Partnership**

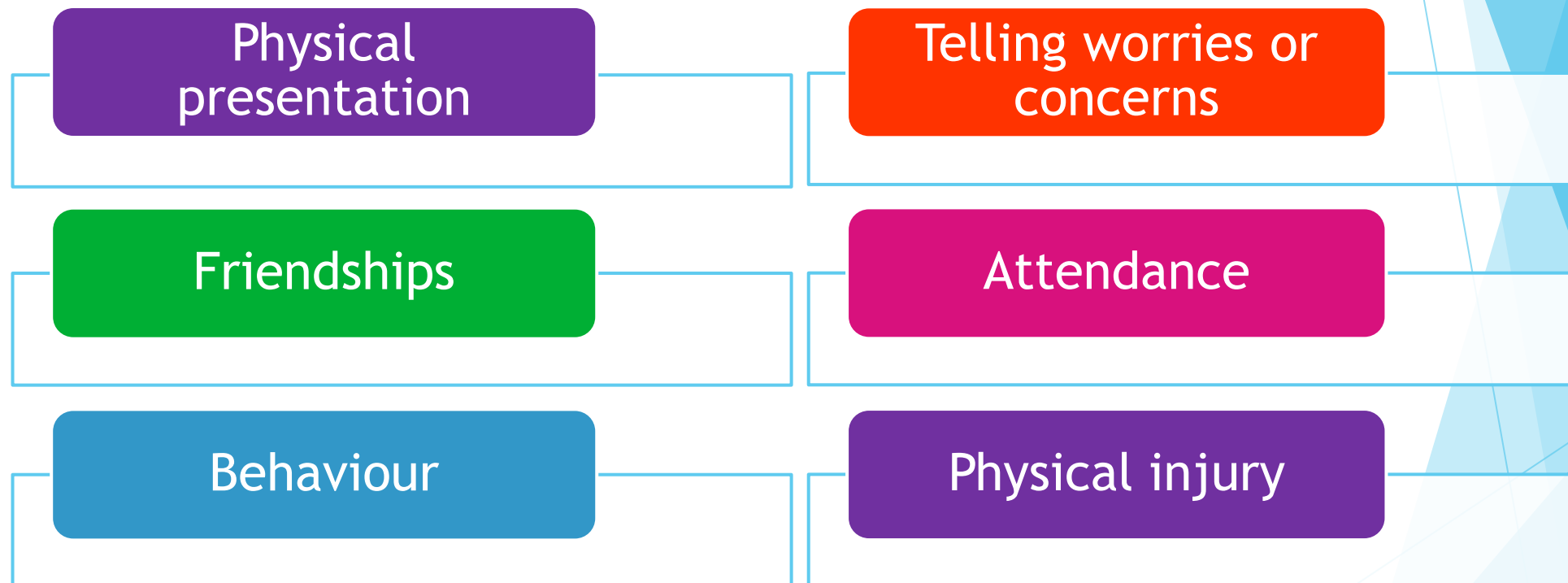
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Indicators of Abuse and Neglect





Further common signs of child abuse

Some common signs that there may be something concerning happening in a child's life include:

- unexplained changes in behaviour or personality
- becoming withdrawn
- seeming anxious
- becoming uncharacteristically aggressive
- knowledge of adult issues inappropriate for their age
- always choosing to wear clothes which cover their body.





What should you do if a child makes a disclosure?

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If a Child Shares a Concern/Disclosure

Listen - stay calm

Do not promise confidentiality

Inform the class teacher or a DSL of what the child said using the child's own words

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Click to access quiz

All safeguarding information for volunteers is now on the school website. Please access the information via this link:

<https://www.coxheath.kent.sch.uk/page/?title=Volunteers&pid=319>

Please could you now complete the following quiz so we can have a clear record of your safeguarding training. Please access the quiz via this link:

[Volunteers Quiz](#)

Thank you for your continued support to safeguard the children at Coxheath Primary School.

Safeguarding Quiz for Volunteers

