



# Safeguarding and Child Protection Training for Volunteers

23rd April 2025

**Coppice Primary  
Partnership**

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## 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 2024
- 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 and Trust Policies:

- Safeguarding Policy 2024 (includes Online Safety) - available on Trust website
- Health and Safety Policy 2024 - available on Trust website
- Attendance Policy - June 24 - available on Trust website
- Behaviour principles - September 2024 - available on Trust website
- Behaviour and Anti-bullying Policy 2024 - school website
- Whistleblowing Policy June 2024
- Staff Code of Conduct April 2025
- Parent Code of Conduct December 2024 - available on Trust website





- 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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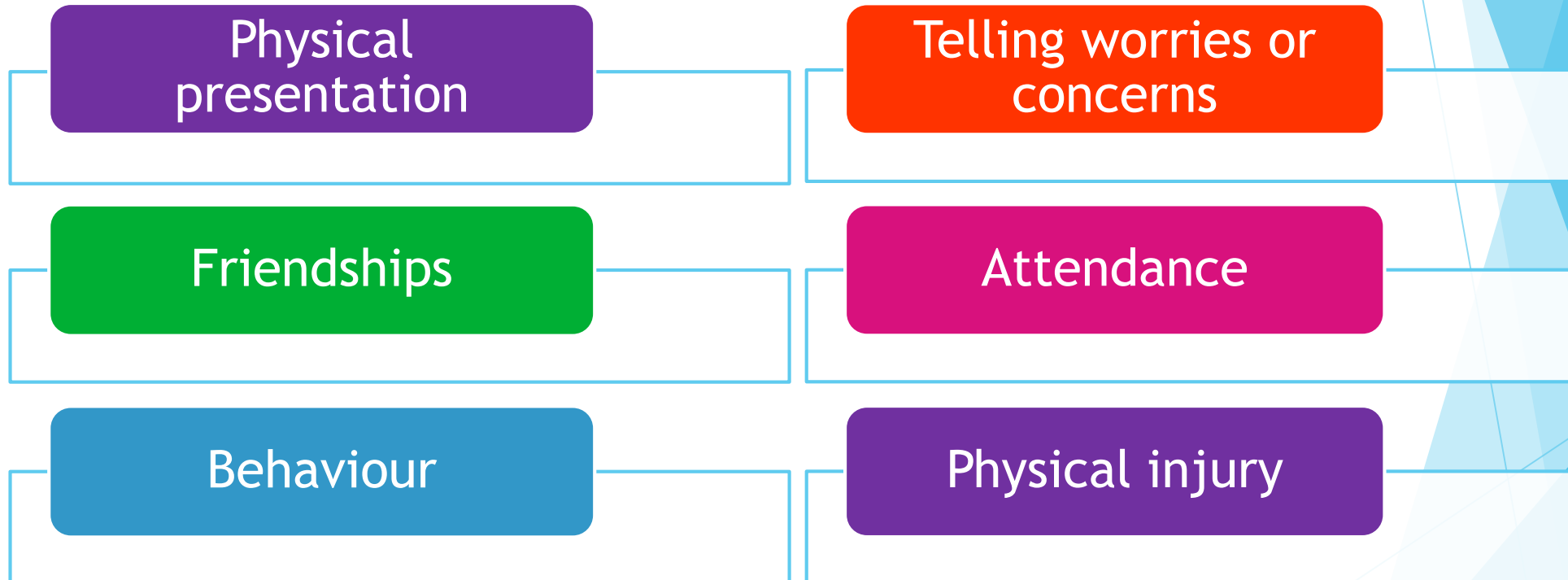
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# Indicators of Abuse and Neglect





## 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.





# Online Abuse

## What is online abuse?

Online abuse is any type of abuse that happens on the internet. It can happen across any device that's connected to the web, like computers, tablets and mobile phones. And it can happen anywhere online, including:

- social media
- text messages and messaging apps
- emails
- online chats
- online gaming
- live-streaming sites.

Children can be at risk of online abuse from people they know or from strangers. It might be part of other abuse which is taking place offline, like bullying or grooming. Or the abuse might only happen online.

Definition from NSPCC website: <https://www.nspcc.org.uk/what-is-child-abuse/types-of-abuse/abuse/>





# Recognising signs of Online Abuse

A child or young person experiencing abuse online might:

- spend a lot more or a lot less time than usual online, texting, gaming or using social media
- seem distant, upset or angry after using the internet or texting
- be secretive about who they're talking to and what they're doing online or on their mobile phone
- have lots of new phone numbers, texts or email addresses on their mobile phone, laptop or tablet

Some of the signs of online abuse are similar to other abuse types:

- [cyberbullying](#)
- [grooming](#)
- [sexual abuse](#)
- [child sexual exploitation](#).





## If a child reveals online abuse

It can be difficult to know what to say and do if a child tells you they're being abused online. They might not realise what's happening is wrong. And they might even blame themselves. If a child talks to you about online abuse it's important to:

- listen carefully to what they're saying
- let them know they've done the right thing by telling you
- tell them it's not their fault
- say you'll take them seriously
- don't confront the alleged abuser
- explain what you'll do next
- report what the child has told you to the class teacher or DSL as soon as possible





# Recognising and responding to concerns about a child's mental health

- Mental health is as important to a child's safety and wellbeing as their physical health. It can impact on all aspects of their life, including their physical wellbeing, relationships and educational attainment.
- Mental health can also change over time, to varying degrees of seriousness, and for different reasons.
- Over half of all Childline counselling sessions in 2023/24 related to mental or emotional health and wellbeing.
- Negative experiences such as abuse and neglect can adversely impact a child's mental health.
- Mental health issues can also sometimes lead to safeguarding and child protection issues, for example if a child's mental health begins to put them or other people at risk of harm.
- NSPCC guidance - It's crucial that anyone who works or volunteers with children is able to recognise the signs that a child may be struggling with their mental health. It's also important to know how to take appropriate action to support children and young people in getting the help they need.

<https://learning.nspcc.org.uk/training/mental-health-emotional-wellbeing-safeguarding-education>





By being attentive to a child or young person's mood and behaviour, you can recognise patterns that suggest they need support.

Common warning signs of mental health issues include:

- sudden mood and behaviour changes
- sleeping problems may lead to tiredness
- changes in social habits, such as withdrawal or avoidance of friends and family.

**Don't attempt to diagnose mental health issues yourself or make assumptions about what's happening in a child's life.**

Recognising that a child or young person may be struggling with their mental health is the first step in helping them. The next step is to respond appropriately by reporting your concerns to the class teacher or a school DSL





# What should you do if a child makes a disclosure?

## 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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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>

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

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# Safeguarding Quiz for Volunteers

