



Mr C Randall
Assistant Head of School

**Deputy Designated
Beechwood Academy
Lead for Safeguarding**



Mrs A Nettleship
Chief Executive Officer

**Designated
Discovery Multi academy Trust lead
For Safeguarding**



Mr P Arnold
Senior Head of School

**Designated
Beechwood Academy
Lead for Safeguarding**



Mrs S Rama-Dominguez
Assistant head of School

**Deputy Designated
Beechwood Academy
Lead for Safeguarding**

SAFEGUARDING CHILDREN IN BEECHWOOD PRIMARY ACADEMY

Our school community has a duty to safeguard and promote the welfare of children who are our pupils. This means that we have a Child Protection Policy and procedures in place, which we refer to in our prospectus. All staff, including our volunteers and supply staff must ensure that they are aware of our procedures. Parents and carers are welcome to read these, on request.

Sometimes, we may need to share information and work in partnership with other agencies when there are concerns about a child's welfare. We will endeavour to ensure that our concerns about our pupils are discussed with their parents/carers first, unless we have reason to believe that this is not in the child's best interests.

**The Gateway 01752 668000
Multi-Agency Hub 01752 305200**

Details of the South West Child Protection Procedures can be found on www.swcpp.org.uk

When a child wants to talk to you about something that they are worried about.....



- Allow the child to do the talking.
- Listen quietly and encouragingly.
- Remain calm and caring.
- Allow the child to finish.
- Explain you will have to tell someone.
- Make notes at the earliest opportunity.
- Use the child's own words where possible.
- Refer to the Designated Lead for Safeguarding immediately
- Always write up a full report for the Designated Lead for Safeguarding using a Record of Concern form and filling in all the information required.



- Do not postpone or delay the opportunity to listen.
- Do not ask leading or direct questions.
- Do not allow your feelings, such as anger, pity or shock to surface.
- Do not make promises of secrecy.
- Do not discuss with anyone other than the Designated Lead for Safeguarding.
- Do not interpret what you have been told, just record it.
- Do not make any physical contact.
- Do not delay in informing the Designated Lead for Safeguarding, call duty staff if required.
- Do not examine the student.