

Frequently Asked Questions about Safeguarding

As you know we take safeguarding very seriously at Woodfields and have some strict procedures in place to ensure that we keep the necessary records and are able to take any action should this be required. Our most recent Ofsted Inspection rated our safeguarding procedures and policies as effective (the best outcome we could have hoped for).

You can find our safeguarding policy on our school website but there are also a few questions that parents/carers sometime ask.

How do staff know what to report as a safeguarding concern?

All of our staff have comprehensive safeguarding training so that they know what to look for in our pupils. We ask our staff to report anything that might potentially be a concern. Concerns might be about something a pupil has told them, an unexplained mark on the pupil's body (for example, something that has not been mentioned in the home/school diary), or perhaps a dramatic change in the pupil's behaviour and demeanour. Many reports we receive are for quite minor things but by ensuring that even the slightest concerns are reported we don't miss anything.

Who do staff report safeguarding concerns to?

To our Designated Safeguarding Leads (DSLs) – Michael Smith, Nicolas Stewart, James Stanbrook and Matthew Smith. As long as he is available in school it will be Michael who looks at these concerns in the first instance.

How do staff report safeguarding concerns?

We have a computer-based system which allows staff to complete a form about their concern and submit it. This will automatically be emailed to the DSLs.

What do the DSLs do about concerns?

This varies according to the concern of course, but on the whole we will do one of five things:

- We may decide to take no action
- We may decide to monitor the situation
- We may make a call home to discuss something with a parent/carer
- We may need to call and make a referral if a concern is more serious (where the safety of the child will not be at further risk, we will always endeavour to obtain parental consent to do this via a telephone call).
- If a pupil has a named social worker we will inform them of the concern so that they can decide if any action is required.

Why do I sometimes get a phone call about a bruise or mark on my child?

We always call home about bruises and marks for 2 reasons.

- We want to ask parents/carers if they know how it happened so we can record this along with the concern.
- We want to make parents aware in case a child arrives home with a bruise that they were unaware of and they themselves become concerned about what might have happened.

Why do I sometimes get a phone call about something my child has said?

If a pupil has made a disclosure about something or perhaps said something which seems inappropriate for their age (e.g. talks about something we would not expect them to know about) then we need to talk to parents/carers to see if they are able to tell us what the child might be thinking of or whether they have been exposed to something that they usually wouldn't see/hear for any reason.

Please be assured that everything we do is done with the intention of ensuring that our pupils are safe at all times. We thank you for your continued support and participation in this vital function of the school. If you have any further questions please don't hesitate to contact the school.