



A Quick Guide to Safeguarding in Schools

Introduction to Safeguarding

Safeguarding is everyone's responsibility. As you prepare to work in a school, it is crucial to understand your role in protecting children and ensuring their well-being.

Key Points to Remember:

1. Recognising Abuse

- **Physical Abuse:** Look for unexplained bruises, burns, or injuries.
- **Emotional Abuse:** Notice any signs of severe anxiety, depression, or withdrawal.
- **Sexual Abuse:** Be aware of inappropriate sexual behaviour or knowledge beyond their age.
- **Neglect:** Identify signs like poor hygiene, malnutrition, or unattended medical needs.

2. Your Responsibilities

- **Stay Vigilant:** Always be alert to signs of abuse or neglect.
- **Maintain Professional Boundaries:** Always keep interactions appropriate and professional.
- **Act Promptly:** If you suspect abuse, do not delay in reporting it.

3. Reporting Procedures

- **Who to Contact:** Know the designated safeguarding lead (DSL) in the school or as a first point of contact let a permanent staff member know, ideally a qualified teacher or SLT (Senior Leadership Team)
- **What to Report:** Any concerns about a child's safety or well-being.
- **How to Report:** Speak directly to the DSL or use the school's reporting system. Ensure you provide all necessary details clearly and accurately.

4. Confidentiality and Information Sharing

- **Confidentiality:** Keep all information about children and their families confidential.
- **Sharing Information:** Only share information with the DSL or relevant authorities on a need-to-know basis.

5. Dos and Don'ts

- **Do:**

- Listen to children if they want to talk.
- Reassure them that they have done the right thing by speaking up.
- Follow the school's safeguarding policies.

- **Don't:**

- Promise confidentiality to a child if they disclose abuse.
- Investigate or confront the alleged abuser yourself.
- Ignore any concerns you have, no matter how small they seem.

Summary

Remember, safeguarding is about protecting children from harm. By staying vigilant, maintaining professional boundaries, and promptly reporting concerns, you play a vital role in ensuring the safety and well-being of the students you work with. Always refer to the school's safeguarding lead and policies for guidance.

Important Contacts

- **Designated Safeguarding Lead (DSL):** Ask a member of staff who this is or report to nearest permanent staff member as a starting point.

Thank you for your commitment to safeguarding. Your proactive approach helps create a safe and supportive environment for all students.