Everyone has a responsibility to make sure that children within Wellesbourne Primary and Nursery School are safe:

**PLEASE DO NOT:**

Decide to do nothing.

Leave the school without telling anyone.

We are committed to safeguarding and meeting the needs of all of our children.

**Designated Safeguarding Lead:**

Mrs Charlotte Willshire

**Deputy Designated Safeguarding Lead:**

Miss Joanna Moore

**In their absence please speak to a member of the**

**Safegaurding Team:**

Ms Marj Mallon (Headteacher)

Mrs Nicola Ryan

(Deputy Headteacher)

Miss Paula O’Donnell

(Inclusion Officer)



**WELLESBOURNE PRIMARY**

**AND NURSERY SCHOOL**

***Living to Learn, Learning to Live***

**SAFEGUARDING PROCEDURES**

**An information leaflet for volunteers and visitors to Wellesbourne Primary and Nursery School**



**SAFE WORKING WITHIN WELLESBOURNE**

* Provide a good example and be a positive role-model by being respectful, fair and considerate to all.
* Treat all children equally – never build a ‘special relationship’ or favour a particular child above all others.
* Ensure that when working with individual children, that the door is left open, or that you can be visible to others.
* Do not photograph children (unless requested by the school staff) exchange emails, text messages, and phone numbers or give out your own personal details.
* Do not receive or give gifts unless arranged through school.
* Only touch children for professional reasons and when this is necessary and appropriate for the child’s wellbeing and safety.

**ALLEGATIONS**

Any allegations should be reported to the Headteacher.

If the concerns are about the Headteacher please inform the Chair of Governors.