

# Safeguarding Statement

“St. Gerard’s Catholic Primary & Nursery School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment”.

(Safeguarding Children and Safer Recruitment in Education)

## Safeguarding Governor

Mrs C. Godwin

## Safeguarding in Halton

Benjamin Holmes  
Safeguarding Children in Education Officer  
Education, Inclusion and Provision Division  
People  
Halton Borough Council  
Rutland House Floor 2  
Halton Lea  
Runcorn  
WA7 2ES

0151 511 7817

07825978476

[Benjamin.holmes@halton.gov.uk](mailto:Benjamin.holmes@halton.gov.uk)



Our Senior Designated Person  
is Mr K. Landrum



Our Deputy Designated Person  
is Mr E. Naylor



Our Assistant Designated Person  
is Mrs P. Wright

If you have any queries regarding the information contained in this leaflet, or require further clarification of any points, please do not hesitate to contact

Mr K. Landrum.

**St Gerard's Catholic Primary & Nursery School**

Lugsdale Road  
Widnes  
Cheshire  
WA8 6DD

Tel: 0151 424 2879

Fax: 0151 424 4461

Email: [head.stgerards@halton.gov.uk](mailto:head.stgerards@halton.gov.uk)



St. Gerard's Catholic Primary  
and Nursery School

Safeguarding Information and advice  
for volunteers and Outside Agencies



Guided by God, St. Gerard's Catholic Primary & Nursery School is an inspiring and aspirational community where we learn to love, hope, dream and achieve

### **Aim of this leaflet**

The leaflet is designed to provide you with some useful advice and information about safeguarding whilst at St. Gerard's Catholic Primary & Nursery School. As a school we are committed to safeguarding and meeting the needs of children, young people and adults.

### **DBS Checks**

Part of the Safeguarding Policy requirements is that volunteers and other outside agencies working in schools with children are checked by the Disclosure and Barring Scheme. The Headteacher will be able to advise you further on this and tell you more about their school code of conduct. If you have a DBS you should notify the School Office who will record the number on the schools central record. If you are not a regular visitor to the school and do not have a DBS it is very important that you are not left with children without supervision of a member of school staff. You should also inform the Headteacher if you become subject to a criminal investigation, caution or conviction. This helps to protect you as well as the young children in our care.

### **What are my responsibilities as a Volunteer?**

All those that come into contact with children through school their everyday work whether paid or voluntary have a duty to safeguard and promote the welfare of children. In every school you will find a child protection policy document and it is very helpful to find out where it is and read it through.

### **Which children need protection?**

You may become aware whilst working with a child that there are some problems at home or elsewhere that give you cause for concern. You may become aware of unexplained marks or bruising, changes in child's behaviour or demeanour. Sometimes children display aggressive behaviour, become withdrawn and uncommunicative or unable to concentrate.

### **What should I do if I am worried about a child?**

In every school there are designated members of staff trained in Child Protection who will know what to do. You should report any concerns to them immediately and they will deal with the matter in an appropriate way.

### **What should I do if a child discloses that he/she is being harmed?**

Although the likelihood of this is small it is important to know what to do in such an eventuality:

1. Listen to the child, without making judgement.
2. Take what they tell you seriously, children rarely lie about such matters.
3. Explain that you can't keep the information a secret and must pass it on to someone who will know what to do.
4. Don't interrogate the child and ask leading questions, such as "what to do next?"
5. Try and convey to the child that they are not to blame for what has happened, though at the same time avoid criticising the abuser.
6. Don't make promises you can't keep, but make sure you tell the child how well they are doing

### **What should I do next?**

Find one of the designated members of staff immediately and pass on the information to them.

### **What should I do if the abuser is a member of school staff?**

You should report such allegations to the Headteacher. If the allegation is about the Headteacher contact the Chair of Governors.

### **How do I assure that my behaviour is always appropriate?**

Appropriate relationships with children should be based on mutual trust and respect. As a volunteer you may well be working closely with children sometimes on a one to one basis. Children, especially when they are young are often spontaneously affectionate and tactile and it is important not to alienate them through lack of response or by appearing to reject this. You should, however, be careful about physical contact.

If you are working with a pupil on his/her own always ensure the door is left open or that you can be visible to others.

Never make arrangements to meet a pupil on their own without school or parental permission.

Do not photograph pupils, exchange emails of text messages, or give out your personal details.

No child should suffer from harm, either at home or at our school. Everyone who works in our school has a responsibility to make sure that our young people are safe.

This leaflet has been given to you to make sure you understand what is expected of you. Please ask the person who gave it to you if you are not clear about anything in it, and keep this leaflet in a safe place so that you can read it again if you need to.

If you have any complaints or concerns initial contact should be made to the Designated Safeguarding Lead (Headteacher).

If there is an occasion a member of staff/volunteer/visitors observes any activity that raises concern and needs advice and guidance please refer to [www.education.gov.uk/contactus](http://www.education.gov.uk/contactus)

