

This is an information leaflet for children of Hague Bar Primary School.

USEFUL CONTACT DETAILS

Designated Safeguarding Lead:

Mrs Parry (Headteacher)

Deputy Designated Safeguarding Lead:

Miss Lucas (Teacher)

Prevent, Single Point of Contact:

Mrs Parry (Headteacher)

Safeguarding Governor:

Ms Dawson

Co-Chairs of Governors:

Mrs Sutton & Ms Kinsey

Any member of staff in school will be happy to listen to you even if it is during a lesson, playtime or after-school.

HEALTH & SAFETY AND SAFEGUARDING

- All adults in school should be known to you and wear an ID badge.
- Some other people may be visitors to the school and these should also have an ID badge with the word 'visitor'. Let a teacher know if you see someone at school without a badge.
- All adults in school have had a special check made called a DBS. This makes sure that they are safe to be in school working with children.

FIRE

If you hear the fire alarm sounding, which is a continuous, alternating tone, please make your way out of the building immediately following the green fire exit signs, and make your way to the fire assembly point outside.

LOCKDOWN

If you hear an air horn sounding intermittently, please stay inside the building. A Hague Bar adult will lock doors and windows and show you to a hiding place.

ONLINE

We have special online security and rules to keep you safe when using IT equipment. Always keep your real identity/home details private. If you see or read something which worries you, tell your classteacher.



An Information Leaflet for

Children

WORRIED?

It may be that you are worried about something. Think who you would like to speak to and ask for some quiet time in Woodland room. Try to not feel afraid about telling us about your worries.

We are here to help you whether it is a worry about home or school. It may be about:

someone hurting you in some way, either child or an adult

someone frequently upsetting you because of what they say

feeling hungry or not looked after

feeling uncomfortable about someone doing something to you

Sometimes certain people tell you things are secrets or that you will be in trouble if you tell someone else. If you do tell your teacher (or another school adult something) we will look after you and contact the right people to make sure your situation changes. You will never be in trouble for talking to us. We are a 'telling school'.

TELLING US ABOUT A WORRY

If you choose a school-adult to talk to about a serious worry, they will:

- Let you talk
- Listen carefully
- Be pleased you are speaking to them
- Look after you and help you
- Know the right people to contact to help even more

CONCERN ABOUT A STAFF MEMBER?

If you have a concern about the behaviour of any adult in school, you must tell Mrs Parry. If the concern is about Mrs Parry please ask Mrs Wagstaff to phone one of our Chairs of Governors on 01663 766375 where you can talk to Mrs Sutton.