

Safeguarding is also in place to protect you as an adult in school.  
Please follow the following guidance:

- **Confidentiality:**

Conversations and information you may hear/come across in school are always confidential. Do not discuss anything you do / hear / see in school with anyone outside of school. If you need to discuss anything, please speak to Mrs Byard, Mrs Collins, Mrs Kent or Mrs Hardcastle.

- **Staff room:**

It may be appropriate for you to spend time in the staff room. If this is the case, please ensure you are professional and respect the environment you are in.

- **Supervision:**

Please ensure you are not in a classroom or room on your own with a child or children. Your supervision is safe in open school areas e.g. outside classrooms, classrooms with teachers, playground and hall. Please do not support children changing or in the toilets – always call for a member of school staff and reassure the child you will do that.

- **First Aid:**

Children needing first aid will have this administered by Mrs Dilly or school staff including Lunch Time Supervisors who have all had appropriate training.

- **Physical contact:**

We are a very caring school but it is recommended that physical contact is kept to a minimum.

# Stonelow Junior School



*Information leaflet for  
parents, helpers, visitors  
and students.*

Our school holds the safety and happiness of our children at the heart of all that we do. Please read this leaflet carefully so that you understand our ethos and continue the quality of care.

## Safeguarding

Our school safeguarding policy outlines the responsibility of the whole school in keeping our children safe. It is not your responsibility to record or sort out any issues or concerns which may arise during your time in school. However, it is your responsibility to report anything to a member of staff in school for them to make a safeguarding decision. The Designated Safeguarding Leads (DSLs) in our school are:

**Mrs Byard, Mrs Collins, Mrs Kent and Mrs Hardcastle**

***All members of staff are always available to discuss any concerns you have.*** These concerns may be based on conversations you have had/heard or behaviours you have seen/discussed.

**Please DO LISTEN, but DO NOT ASK QUESTIONS or promise confidentiality.**

A helpful statement if there is a disclosure is:

“Thank you for telling me. I may need to talk to someone else who can help.”

There are many local and global issues which we have to be aware of. Some of these are:

Bullying / child on child abuse	Mental health
Domestic violence	Online safety
Racism / homo or trans phobia/ Hate crime	Child Sexual Exploitation
Female Genital Mutilation	Abuse (sexual / emotional / neglect)
Extremism / radicalisation	Drugs including smoking and substance misuse

A full list can be found in the policy available in school or on the school website.

**These issues can happen to children anywhere at any time, and in our school.**

If you are helping on a regular basis, please read the following documents which we can make available:

- Stonelow Junior School Safeguarding Policy
- Keeping Children Safe in Education (Part 1)
- Stonelow Junior School Behaviour Policy