



Safeguarding Children



*St. Alban
Catholic Schools'
Partnership*

DO YOU HOLD THE MISSING PIECE?



Reporting concerns about a child's welfare -

1. No concerns about individual children should be kept separately in the class.
2. All concerns about individuals should be recorded on a safeguarding form and kept in the Safeguarding Children's Folder.
3. If in any doubt – please speak to one of the designated members of staff in bold below:

Member of Staff or Volunteer has concerns
about a child's welfare
(All adults are responsible)

Staff Member or Volunteer records and reports the concern immediately to:

Mrs N Morgan - Designated Safeguarding Lead/
Deputy Head Teacher

Mrs L Jarvis - Family Worker

If neither is available, speak to:

Mr J Carroll - Head Teacher

NEVER IGNORE IT
ALWAYS RECORD IT
YOU MUST REPORT IT