



Safeguarding Children

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 CPOMS or 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 M Button - Designated Safeguarding Lead/Senior Assistant
Headteacher
Miss Letitia Williams - Family Worker

In the absence of the Designated Safeguarding Lead and Family Worker:
Mrs A Barnaville/Mrs H Gallagher – Co. Headteachers

NEVER IGNORE IT
ALWAYS RECORD IT
YOU MUST REPORT IT