

LOUGHRIES INTEGRATED PRIMARY SCHOOL

CHILD PROTECTION/SAFEGUARDING POLICY

Name of Designated Teacher for Child Protection: Miss Miller

Name of Deputy Designated Teacher: Mrs Thompson

Name of Designated Governor: Mrs L Girvin

Updated June 2016

Loughries Integrated Primary School

CHILD PROTECTION POLICY

We, the Governors, Principal and Staff of Loughries Integrated Primary School have a primary responsibility for the care, welfare and safety of the pupils in our charge. We will carry out this duty through our Safeguarding and Child Protection Policy, which aims to provide a caring, supportive and safe environment, valuing individuals for their unique talents and abilities, so that all our young people can learn and develop to their full potential. One way in which we seek to protect our pupils is by helping them to learn about the risks of possible abuse, helping them to recognise unwelcome behaviour in others and to acquire the confidence and skills they need to keep themselves safe. Through the curriculum we will encourage the development of high levels of self-esteem and confidence because we believe that this lays the foundation for the child to be able to keep him/herself safe.

All our staff and volunteers have been subject to appropriate background checks. We have also adopted a Code of Practice for our behaviour towards pupils. The purpose of the following procedures on Child Protection is to protect our pupils by ensuring that everyone who works in our school has clear guidance on the action which is required where abuse or neglect of a child is suspected.

The welfare of each child is our paramount consideration and all steps are taken to safeguard children's welfare. The school has a safeguarding team, made up of the Principal, Designated Teacher, the Deputy Designated Teacher, the Chair and the Designated member of the Board of Governors.

The school has a duty to refer issues regarding children's welfare and child protection on to the relevant bodies. The Department of Education has issued detailed guidance on dealing with all aspects of Child Protection in 'Pastoral Care in Schools – Child Protection (1999)'. "The ACPC Regional Policy and Procedures" issued by the DHSSPS in 2005, provides guidance on inter-agency working. We have based our Policy on these guidelines. This Policy also takes account of the underpinning principles of the Children (NI) Order 1995. All DENI circulars are also adhered to, the most recent of which are included as an Appendix.

CHILD PROTECTION - DEFINITIONS

CHILD ABUSE

The following is an extract from the ACPC Regional Policy and Procedures.

Definition of Child Abuse

Child Abuse occurs when a child is neglected, harmed or not provided with proper care. Children may be abused in many settings, by those known to them, or more rarely, by a stranger. There are different types of Child Abuse and a child may suffer more than one of them.

Definition of Sexual Abuse

- Sexual Abuse involves forcing or enticing a child to take part in sexual activities. The activities may involve physical contact, including penetrative or non-penetrative acts.
- They may include non-contact activities such as involving children in looking at, or in the production of, pornographic material or watching sexual activities, or encouraging children to behave in sexually inappropriate ways.

Definition of Physical Abuse

- Physical Abuse is the deliberate physical injury to a child, or the wilful or neglectful failure to prevent physical injury or suffering.
- This may include hitting, shaking, throwing, poisoning, burning or scalding, drowning, suffocation, confinement to a room or cot, or inappropriately giving drugs to control behaviour.

Definition of Emotional Abuse

- Emotional Abuse is the persistent emotional ill-treatment of a child such as to cause severe and persistent adverse effects on a child's emotional development.
- It may involve conveying to a child that he is worthless or unloved, inadequate, or valued only insofar as he meets the needs of another person.
- It may involve causing a child to feel frightened or in danger, or the exploitation or corruption of a child.

- Some level of emotional abuse is involved in all types of ill treatment of a child, though it may occur alone.
- Domestic violence, adult mental health problems and parental substance abuse may expose a child to emotional harm.

Definition of Neglect

- Neglect is the persistent failure to meet a child's physical, emotional and/or psychological needs, likely to cause significant harm.
- It may involve a parent or carer failing to provide adequate food, shelter and clothing, failing to protect a child from physical harm or danger, failing to ensure access to medical care or treatment, lack of stimulation or lack of supervision.
- It may also include non-organic failure to thrive.

Signs of Abuse or Neglect

Below is a list of some examples of common signs and symptoms encountered by teachers which MIGHT indicate abuse or neglect. Please note, however, that this is not a checklist and some of the signs or symptoms may have other explanations.

Physical Abuse

Scratches or bite marks

Bruises or burns

Untreated injuries

Unwillingness to undress

Flinching at sudden movements

Improbable explanations for bruises

Sexual Abuse

Sexually explicit behaviour

Running away

Self-mutilation

Inappropriate language

Sexualised play

Sexual themes in writing or art

Neglect

Hunger, tiredness etc.

Poor personal hygiene

Lack of supervision at home

Untreated illnesses

Emotional Abuse

Fearful or unhappy

Sudden speech disorders

Neurotic behaviour (rocking etc.)

Over-reaction to mistakes

Over passivity or hyperactivity

Excessive dependence

Deficient nutrition

Attention seeking

Poor growth

Erratic attendance

Definition of Domestic Abuse

Domestic Abuse is threatening behaviour, violence or abuse (psychological, physical, verbal, sexual, financial or emotional) inflicted on one person by another where they are or have been intimate partners or family members, irrespective of gender or sexual orientation.

Although it is not one of the four main categories of abuse if the school becomes aware of domestic violence then the school must make Social Services aware of this.

DESIGNATED TEACHERS

Designated Teacher for Child Protection

Miss Miller

Deputy Designated Teacher for Child Protection

Mrs Thompson

It is the responsibility of the Board of Governors and the Principal to ensure that all staff and parents are aware of the nominated Child Protection person/s.

The Designated Teacher for Child Protection will:-

- ensure that all staff are aware of Child Protection procedure
- co-ordinate action by staff in cases of suspected abuse
- report to the appropriate Social Services Officer and to the Board's Designated Officer
- inform relevant persons about children on the Child Protection Register.

CHAIR OF GOVERNORS:

Mr Roy Lyttle

Loughries Primary School

2 Ballyblack Road

Newtownards

BT23 8SR

DESIGNATED GOVERNOR: Mrs L Girvin

PROCEDURES IN LOUGHRIES INTEGRATED PRIMARY SCHOOL

Procedure for Reporting an Incident of Suspected/Disclosed Child Abuse by Person Outside or Inside the School

- 1 Child makes a disclosure to a staff member or staff member has concerns about child as a result of one or several observations. **Staff member does not investigate** but must act promptly according to the guidelines.
- 2 Staff member refers the matter to the Designated Teacher (or Deputy), discusses and makes full notes, to be handed over to the Designated Teacher.
- 3 *Designated Teacher meets with Deputy Designated Teacher to plan course of action and ensures that a written record is made.
- 4 Designated Teacher may make a referral to Social Services. If a referral is made the Designated Teacher fills in the UNOCINI form (see Appendix) and sends to above with a copy to EA Designated Officer.

* Advice may be taken at Stage 3 if there is doubt about how to proceed

Advice is available from

EA Designated Officer

Gateway Team

Procedure for Reporting Parents' Concerns About Child Abuse

- 1 Parent/Carer has concerns about child's safety
- 2 She/he talks to
Class Teacher
and/or
Designated Teacher
and/or

Deputy Designated Teacher

A written record is made of concerns and action taken as necessary.

3 If concerns remain she/he contacts Chairman of Governors.

4 If concerns still remain contact EA designated Child Protection Officer.

At any time advice may be taken from the Gateway Team, EA or Police.

I have a concern about my / a child's safety



I can talk to the class teacher



If I am still concerned I can talk to Miss Miller (Designated Teacher)



If I am still concerned I can talk to Mrs Thompson (Principal)



If I am still concerned I can contact Mr R Lyttle the Chairperson of Governors
2 Ballyblack Road, Newtownards, BT23 8SR

Child Protection will be discussed at each Board of Governors meeting. A written report will update Governors on Safeguarding and Child Protection issues in school.

At the start of each school year the Designated Teacher will lead an Assembly on Child Protection outlining the child friendly policy making them aware of staff roles and drawing their attention to the Child Protection display board. At regular intervals throughout the year, teachers will talk to all pupils in their class and discuss who they can talk to, what they should do etc. if they feel uncomfortable, want to talk, or have been hurt. ChildLine posters and a child friendly flow chart will be displayed in each classroom and school corridor. Obviously any discussion regarding Child Protection is done at an age appropriate level and in a general manner.

DEALING WITH DISCLOSURE IN SCHOOL

Follow the 5 R's

Before a child makes a disclosure you need to tell them that you can't promise that you won't have to pass on any information to anyone else

Receive

- stay calm
- listen actively
- display open body language
- accept information
- take brief notes, but tell the child why
- do not record the interview or photograph bruising
- do not pressure a child to sign any records or ask a child to make a written statement
- let the child talk at their pace
- be non-judgemental
- do not interrogate, ask leading questions, state opinions or ask a child to repeat the story again or to anyone else. Instead use TED (Tell, Explain, Describe)

Reassure

- say 'you've done the right thing by coming to me', that you have listened and hear what the child is saying
- this is not the child's fault
- don't promise something that can't be delivered or promise confidentiality
- affirm feelings

- 4 things to say:-

- 1 I am glad you have told me this
- 2 I am sorry this has happened to you
- 3 It is not, nor was it ever, your fault
- 4 We are going to do something together about this.

Respond

- Tell the child what you are going to do and do it
- Ensure the immediate safety and well-being of the child before leaving

Report

- As soon as possible – speak to the Designated Teacher or Deputy Designated Teacher, if unavailable

Record

- Make accurate notes on the Child Protection Incident Teacher report form (blue form)
- Write vital facts – when, where, who, what?
- Avoid stating opinions
- Give 'CP Incident Teacher report form' and any informal notes made during a disclosure to the DT
- Finally, do not investigate anymore or speak to any other members of staff and seek support for yourself

Always remember - The worst thing you can do is do nothing!

Child Protection Incident Teacher report form

(Blue paper)

Name of person who disclosed:.....

Name of the child:.....

Date:

Time:

Details (Vital facts/no opinions -Who? What? Where? When?)

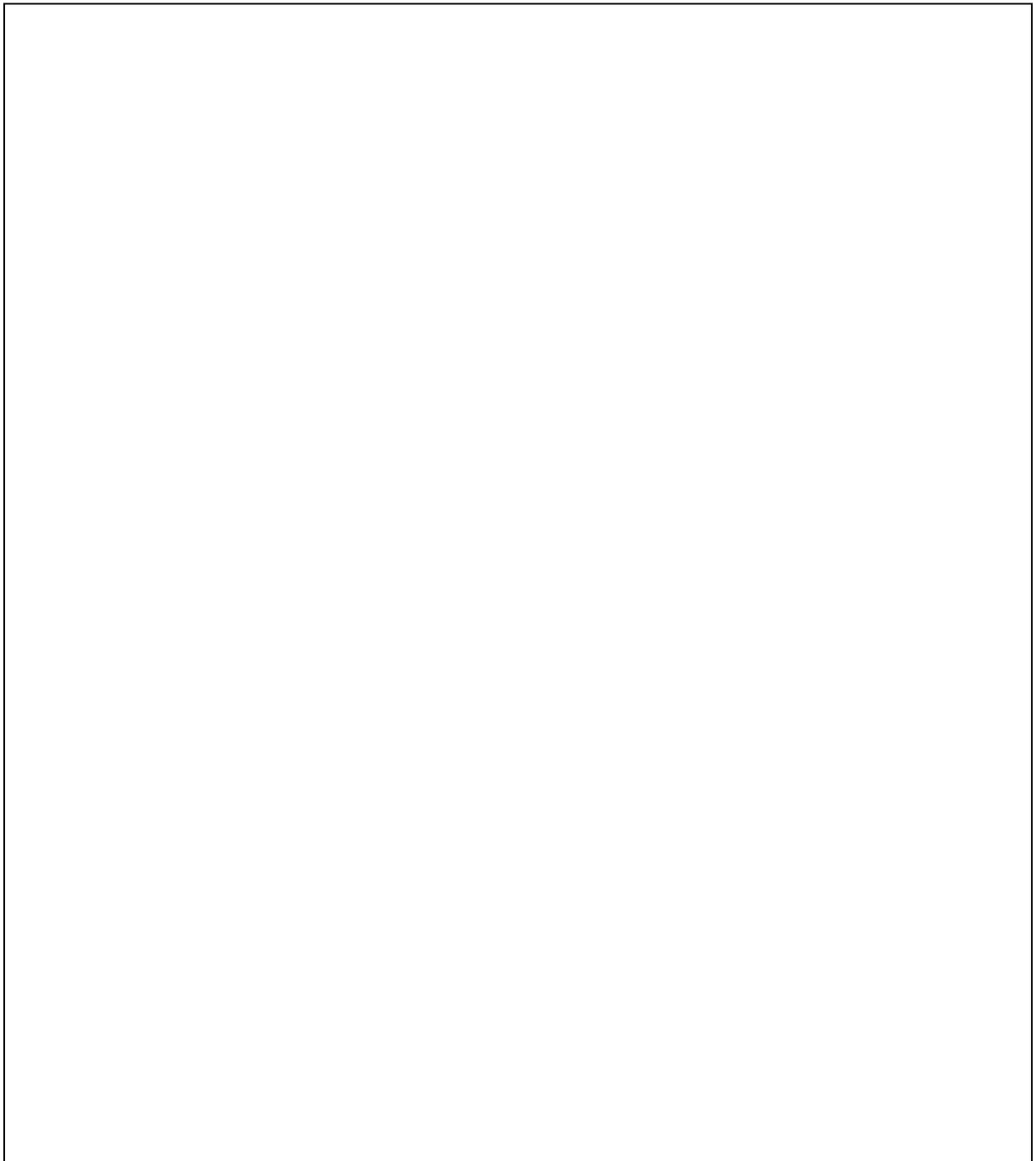
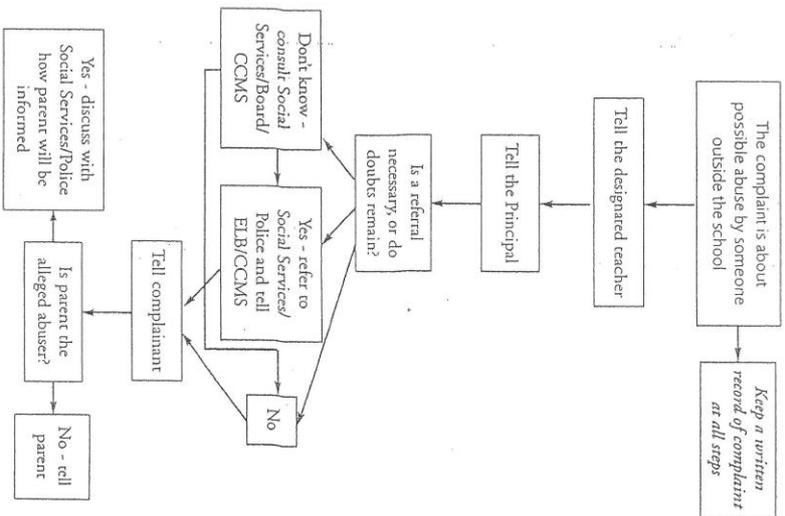


Figure 1

Procedure where the school has concerns, or has been given information, about possible abuse by someone other than a member of the school's staff



ACTIONS FOR DESIGNATED TEACHERS FOLLOWING A CHILD DISCLOSURE

- The Designated Teachers will discuss the matter urgently to plan a course of action, and ensure that a written record is made, using the 'Child Protection Record' form.
- The Designated Teachers will decide whether, with the best interests of the child, the matter needs to be referred to Social Services. **If there are concerns that the child may be at risk, the school is obliged to make a referral.**
- The Principal will be kept informed.
- Unless there are concerns that a parent may be the possible perpetrator, the parents will be informed.
- The Designated Teacher or Deputy Designated Teacher may seek clarification or advice and consult with the Board's Designated Officer or the Gateway Team before a referral is made.
- No decision to refer a care to Social Services will be made without the fullest consideration and on appropriate advice.

The paramountcy of the welfare of the child is our first priority.

Where there are concerns about possible abuse, the Principal will inform:

- the Social Services or Police
- the EA's Designated Officer for Child Protection and if necessary complete a UNOCINI.

All Child Protection referrals will be sent in writing on a UNOCINI template within 24 hours of the telephone referral.

All Child in Need referrals will be sent in writing on a UNOCINI template within 48 hours of the concern arising.

There is now a single entry point for referrals:

Central Referral Unit Tel: 02890 259299

(or 101 extension 30299)

EA Grahamsbridge Road, Dundonald, Belfast, BT16 2HS Tel: 02890566434/02890566274

EA Gateway Team 0300 1000 300 / out of hours 028 90565444

Record Keeping

Signed _____

Designated Teacher

Deputy Designated Teacher

Procedure where the school has concerns or has been given information about possible abuse by a member of the school's staff.

If a complaint is about someone other than the Principal:

- 1 Complaint is brought straight to the Principal, who then informs the Chairperson of the Board of Governors.
- 2 Principal and Chairperson seek advice from Education Authority.
- 3 If further action is required, the appropriate authorities are involved and disciplinary procedures are instigated.
- 4 If no further action is required, the teacher is still informed of the complaint that was made.

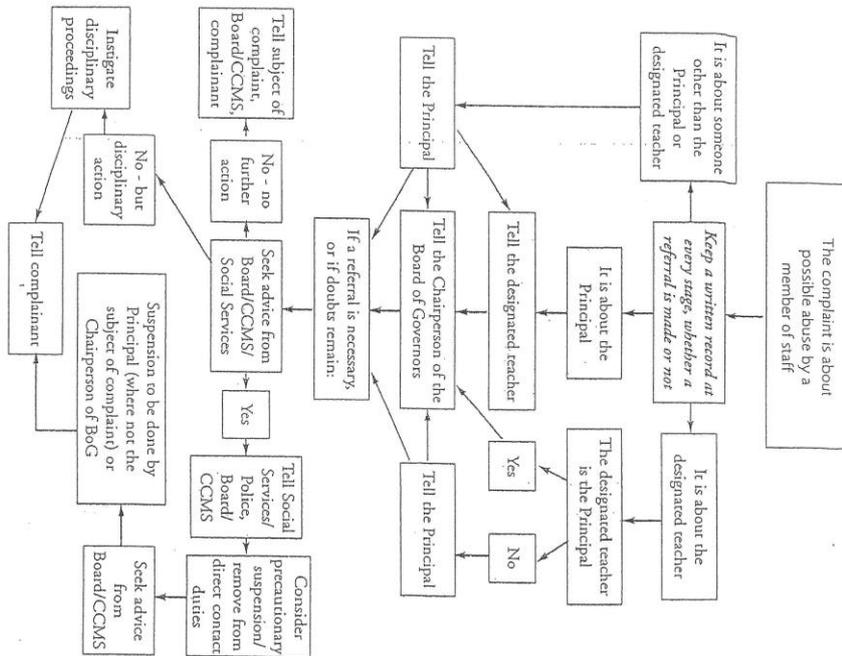
If complaint is about the Principal:

The same procedures apply, but complaint is brought straight to Chairperson of Board of Governors rather than to Principal.

A hardback book of "Child Abuse complaints against Staff" is kept by the Principal in a locked safe location which is separate to the Child Protection folders and may be requested by the Inspectorate. The Chair of the Board of Governors will sign off the book at the end of the academic year. The teacher's TR number will be used in place of the teacher's name.

Figure 2

Procedure where a complaint has been made about possible abuse by a member of the school's staff



CONFIDENTIALITY

In any school teachers and other staff may be privy to a range of personal, private and sometimes sensitive information e.g.

Family breakdown

New family relations

Medical information

Historical or current information which may affect a child's education

Financial constraints

Legislative details etc.

To have such information is a privilege and the rights of parents and children to privacy and confidentiality are fundamental, not only to the requirements for good and professional practice as a school, but also legally, for example under the requirements of the Children (NI) Order 1995.

To endeavour to ensure the confidentiality of information, Loughries Integrated Primary School:

- Maintains personal records in a locked filing cabinet, to which access is limited.
- Ensures that documentation, files, telephone messages etc. which contain personal or other details are not inappropriately placed for others to access.
- Operates a process of making levels of information available to those who "need to know" so that the best interests of the child may be met. This means that the Principal and the teacher with primary responsibility for the child will be provided with relevant and more detailed information than other members of teaching and non-teaching staff. Exceptions to this would be, for example, medical conditions whereby all staff need to know how to respond in an emergency (e.g. children with nut allergy).
- Endeavours to provide opportunities for parents and children to advise staff of any changes in personal circumstances in a private setting rather than in the school corridor or within earshot of others.
- Assures parents and children that information shared is confidential and will be maintained as such. **NB: THIS GUARANTEE CANNOT BE GIVEN IN RELATION TO CHILD PROTECTION ISSUES** (see Child Protection procedures).

CODE OF CONDUCT FOR ALL STAFF AND VOLUNTEERS

All staff know that they hold a position of trust and that their behaviour towards the children must be above reproach. Children gain a great deal from positive interaction with adults and

these procedures are not intended to dilute or restrict these experiences. They are laid down to give guidance and to protect staff and volunteers. They are based on respect for children and a recognition of their rights.

All interactions with pupils take place in areas which have visual access and unlocked doors.

As a general principle staff are advised not to make unnecessary physical contact with pupils. It is unrealistic and unnecessary, however, to suggest that staff should touch pupils only in emergencies. In particular a distressed child, especially a younger child, may need physical comforting such as a caring parent would provide. Staff should not feel inhibited from providing this. Younger children may also need help in attending to their physical needs. Staff will make sure that someone else knows what they are doing and why. If possible, the adult will remain outside the toilet door or with the door ajar, making sure the child's privacy is respected. Staff will record incidents on the intimate care file.

Physical punishment is illegal, as is any form of physical response to misbehaviour, unless it is by way of necessary restraint (safe handling).

Staff who have to administer First Aid to a pupil should ensure wherever possible that this is done in the presence of other children or adults. However, no member of staff should hesitate to provide First Aid in an emergency simply because another person is not present.

Confidentiality is vital - information about children should only be shared with the class teacher, Designated Teachers or Principal.

Phone calls from outside agencies requiring information must be approved by the Principal prior to information being given out.

This Code of Conduct is based on our existing practice.

Volunteers will be given a copy of this before becoming involved in any activity.

INTIMATE CARE POLICY

In the event of any child requiring a change of clothes due to sickness, toileting accidents or a child arriving at school rain wet, it is the agreed policy of the school to act immediately to address the child's discomfort and distress.

Reassuring words, understanding and sympathy will be administered immediately and members of staff will be called up to assist.

The following course of action will take place:

- It will be ascertained that the parents of the child in question have agreed to allow an intimate change to take place via the School Data Capture Forms.
- Once permission has been confirmed, items of required clothing will be collected from the school's supply. (Supplies of new underwear are replenished as and when required by the school).
- A soiled child will be removed from the class to maintain the child's dignity.
- Where possible two members of staff (Class Teacher and Classroom Assistant) will be present when the child requires to be changed. The disability toilet may be used as space for the child to change/be changed. Intimate care is given with respect and consideration, ensuring the child is not further embarrassed. The utmost discretion will be exercised and each member of staff will at all times be aware of the other's actions.
- According to the age and capability of the child, he/she may be able to change independently with the support staff outside the door.
- Children will be actively encouraged to change and clean themselves with discreet supervision from the staff member. (If possible two members of staff will be present).
- The parent will be informed of the incident in a discreet manner when collecting the child from school.
- No child will be allowed to go home in a soiled condition if the Teacher/Assistant is aware of the situation.
- If there is a consistent problem of a child soiling themselves then parents/carers will be involved in drawing up an action plan to address the issue. Outside help may be requested from the GP or other health professionals.
- Separate intimate care arrangements for senior girls are in place and dealt with by female teachers.
- Should any child's parents/carers have made it clear that they don't wish to have their child's clothes changed in such instances, the school will make contact to inform the parents of the details and follow suitable/agreed instructions.

Permission for staff to provide Intimate Care

Child's Name:	
Date of Birth:	
Parents Name:	
Contact Number:	
Address:	

I give permission for the school to provide appropriate Intimate care support to my child in the event of a situation that requires their clothing to be changed e.g. toileting, water play etc.

Printed Name:	
Signature:	
Relationship to Child:	
Date:	

Please Note: The Intimate Care Forms will be regularly reviewed to identify if there are frequent situations in relation to a child or if there are frequent situations happening in a certain part of the room etc.

Please Keep Confidential. Any Child Protection Concerns Should Be Brought To The Designated Teacher For Child Protection Immediately.

USE OF PHOTOGRAPHS AND DIGITAL IMAGES

Digital photographs and video clips are used within school as part of displays and teaching evidence. They may also be used on our website or in local newspapers. Parental permission for each of these situations is sought in September each year and kept on file. No photographs or video clips are used in any other way without parental consent. A copy of the consent form is in the appendix.

USE OF MOBILE PHONES

Children should not bring mobile phones to school. Staff mobile phones will not be used except during times of non-class contact. At no time will mobile phones be used to take photographs of children.

CHILD PROTECTION TRAINING

The Policy and practice within the school is based on current Child Protection legislation.

- Governors are trained through EA Governor training.
- Designated Teacher Miss Miller and Deputy Designated Teacher, Mrs Thompson are trained through EA Inservice – updated in November 2015/February 2015
- E-mails from EA and other relevant bodies keep the school up to date with new regulations.

- All teaching staff receive further information each August on an Inservice day.

- Caretaker, Supervisory Assistants, Classroom Assistants, Clerical staff, School meals staff and outreach support teachers are trained by Designated Teacher/Deputy Designated Teacher and are given a copy of the school's Child Protection procedures.

- All volunteers and students are given opportunities to read the Child Protection Policy and are presented with the Code of Conduct document.

- Teachers have their attention drawn to the Policy at the beginning of each school year.

- New or temporary members of staff are provided with a copy of the Policy and opportunities to discuss it with the Principal.

- A copy of the Policy is kept in the Parents' Policy file which is available at all times.

- A parent and child copy of the report is given to parents and children when their child begins school and is also available on our school website.

- Through our News letter parents are made aware of a copy of the full Policy which is available at the School Office.

- The Designated Officers' names and photographs are displayed in the school.

- All parents who are accompanying trips or working in the school more than four times a month are required to fill in a Police Check form which is processed through EA.
- ICT/Internet Policy and contract of use is available for all staff and adults working with our children.

THE VETTING OF PARENTS AND VOLUNTEERS

Parents and volunteers are only required to complete a Police Check if they are in school on a regular basis e.g. more than four times a month. A Code of Conduct document and information re Child Protection will be given to volunteers.

To ensure that transport personnel meet the school's Child Protection procedures, only bus companies on the EA recommended list will be used. Copies of insurance etc. will be requested by the School prior to trips taking place. However, please note that at no time will children be left in the care of bus staff, personnel at public locations or members of the general public.

APPENDIX 1

Relevant DE Circulars

Children NI Order 1995

Circular 99/10

Guidance for schools on child protection policy and procedures

Circular 03/13

Guidance for schools on the Welfare and Protection of Pupils, Education and Libraries (NI)
Order 2003

Circular 06/06

Guidance on safer recruitment practices for education authorities

Circular 06/07

Guidance for schools on the employment of substitute teachers

Circular 06/08

Guidance for schools on the requirement for child protection training in relation to interviewing and selection panels

Circular 2006/09

Guidance on the vetting of paid and unpaid staff

Circular 06/25

Guidance on the requirement for vetting of School Governors

Circular 07/01

Acceptable use of the Internet and digital technologies in schools

Circular 08/03

Pre-employment checking of persons to work in schools – new arrangements

Circular 08/10

From 1st August 2008 Substitute Teachers must be booked via NISTR

Circular 2010/01

Guidance on Relationships and Sexuality Education

APPENDIX 2 Permission form for Use of Images

Permission form for Use of images

Loughries Integrated Primary School

Internet and Photograph Permission

Dear Parent,

The Internet is an important resource that we use in school. Children will access certain websites if researching or learning about a topic or area of the curriculum.

Loughries Integrated Primary School realises the importance of being able to access and use the Internet but we also understand the responsibility we have in safeguarding children. We have an Acceptable Use of ICT Policy which can be requested from school.

In order for pupils to access the Internet we require parental permission. We have a managed system with rigorous safeguards in place. Inappropriate content is filtered out and a firewall prevents access to any material that may be deemed unsuitable for children.

All pupils will be taught about safe use of the Internet. Pupils will always be monitored when using the World Wide Web. All computers are positioned so that the adult present can observe the content being viewed.

If you have any questions or concerns please do not hesitate to contact me.

J Thompson

Principal

Child's name: _____

Parent's name: _____

I give my permission for my son/daughter to use the Internet in school.

box)

(Tick appropriate

I do not give permission for my child/children to use the Internet in school.

Parent's signature: _____

In addition, we also require your permission to use your child's photograph for our website or the local press. Names will not appear on the website.

I give permission for my child's photograph to appear on the school's website or be used in the local press. (Tick appropriate box)

I do not give permission for my child's photograph to appear on the school's website or be used in the local press.

Signed: _____

Please sign and return to your child's teacher. Once all the forms have been returned we can add photographs on to our website.

LOUGHRIES INTEGRATED PRIMARY SCHOOL
CHILD PROTECTION POLICY
PARENTS INFORMATION

The United Nations Convention on the Rights of the Child lists a number of statements setting out the rights which all children and young people should have, no matter where they live or what their circumstances are. The Convention provides that children have the right to be protected from all forms of violence, that they must be kept safe from harm and that they must be given proper care by those looking after them. It is recognised that teachers and others who work in schools spend a considerable time interacting with children and may play an important role in identifying potential cases of abuse. All schools must, by law, have a Designated Teacher for Child Protection who may liaise with other staff and Social Services. At Loughries Primary School, the **Designated Teacher is Miss Miller**. Should she be unavailable, **Mrs Thompson** the **Deputy Designated Teacher** will fulfil this role.

Loughries Integrated Primary School has strong home school links and is grateful for those links. However, with child abuse, or suspicion of it, our first and only responsibility must be the child. Due to NI Child Care Legislation, we are duty bound to comply with specific Child Protection requirements. All staff are fully aware of their pastoral responsibilities and are alerted to the possible signs of abuse - sexual, neglect, physical and emotional. No promise of confidentiality can be given where abuse has been alleged. All teachers try to ensure that children keep safe, remain healthy and when making decisions which affect children their

best interests will be foremost. The school has Child Protection and Pastoral Care Policies which set out specific procedures. These procedures are set out in DENI Circular 1999.10. Consequently, we may contact external agencies and / or make referral to external agencies without consulting parents. Although domestic violence is not one of the four main categories of abuse if the school becomes aware of domestic violence then the school must make Social Services aware of this.

This Policy is just one of a number of Policies under the umbrella of “Pastoral Care” that are in place to protect the children in our care. Other relevant Policies include:- Intimate Care Policy; Use of Images Policy; Use of Mobile Phone Policy; Anti Bullying Policy; Assertive Discipline Policy.

Copies of all these Policies are available in the School Office should parents wish to see them in more detail. A copy of the full Policy is available on request. Child Protection records are kept under secure conditions.

The following is a summary of the procedures set up in school:

Procedure 1: Where the school has concerns, or has been given information about possible abuse, by someone outside the school:

- Tell the Designated Teacher Miss Miller or speak to Mrs Thompson the Deputy Designated Teacher.
- A written statement of allegations is prepared.
- The Principal/Designated Teacher may inform Social Services, PSNI CAIU Team and /or Child Protection Officers at EA.
- Procedures will be carried out by relevant bodies.
- The Principal will attend case conferences and inform the Board of Governors of any relevant issues.

Procedure 2: How a Parent can deal with concerns about a child’s safety either in school or outside school.

I have a concern about my / a child’s safety
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I can talk to the class teacher



If I am still concerned I can talk to Miss Miller (Designated Teacher)



If I am still concerned I can talk to Mrs Thompson (Principal)



If I am still concerned I can contact Mr R Lyttle
(Chairperson of Governors)
2 Ballyblack Road, Newtownards, BT23 8SR

At any time I can talk to the PSNI or EA Gateway Team Tel: 0300 1000300 / out of hours number 028 9056544 or the ChildLine number is 0800 1111.