

DESIGNATED SAFEGUARDING LEADS

Alison Twomey—Head of Care and Safeguarding

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Ania Hildrey—Headteacher

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Richard Hodgson—KS3 Leader

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Matthew Lyons—KS4 Leader

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Ryan Mason—KS5 Leader

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Lisa Sharpe—Safeguarding officer

lisa.sharpe@abbotsleaschool.co.uk

Designated Lead for Children in Care

Alison Twomey

Designated Governor for Child Protection and Children in Care

Sarah Powell

sarah.powell@abbotsleaschool.co.uk

**YOU MUST REFER
YOU MUST NOT INVESTIGATE**



Please contact School Reception if you wish to receive a paper copy of our Child Protection Policy

Electronic version is located on our website:

www.abbotsleaschool.co.uk

Chair of Governors

Rohit Ramesh

Rohit.ramesh@abbotsleaschool.co.uk

Local Authority Designated Officer (LADO)

Mr Ray Said 0151 233 0840

LADO@liverpool.gov.uk

Child line Phone number 0800 1111



SAFEGUARDING CHILDREN

2020-21

GUIDANCE FOR ADULTS VISITING OR WORKING AT ABBOT'S LEA SCHOOL

Tel: 0151 428 1161

Safeguarding at Abbot's Lea School

OUR COMMITMENT TO SAFEGUARDING

Abbot's Lea School is committed to safeguarding children and promoting their welfare.

We expect all staff, governors, volunteers and visitors to share this commitment and maintain a vigilant and safe environment.

Everyone has a responsibility to act without delay to protect children by reporting anything that might suggest a child is being abused or neglected.

We would expect you to also report to the Headteacher or Designated Safeguarding Lead any behaviours of any adults working in the school that may concern you.

By signing in as our visitor, you are agreeing to follow the school's safeguarding advice to visitors and where appropriate the code of conduct for staff and volunteers.

This simple guide is designed to help you understand what we expect you to do and, importantly, what we ask you not to do when on our school site.

Thank you in advance for your support and cooperation.

DO

- Enjoy your visit and use common sense when interacting with the students.
- Report any concerning or unacceptable behavior of any persons on site to the named Designated persons (see reverse). *For staff—use CPOMS internal to log concerns.*
- Be aware that any interaction with students may be interpreted by them as offensive or inappropriate, even if this was not your intention. It can, at times, trigger challenging behaviour and lead to emotional or physical outburst.
- Adhere to Abbot's Lea School's Code of Conduct at all times.
- Be aware that contact made outside of the Abbot's Lea School grounds with a student may also be considered inappropriate by that individual and could lead to your interaction being misinterpreted.
- Be aware that the school deems any online social networking between the employees of the school and the students unacceptable.

In the event of a student making a

disclosure:

- Immediately refer the matter to the member of staff responsible for your visit.

DON'T

- Instigate any inappropriate verbal or physical contact with students (this applies both on and off the grounds).
- Give personal information to any student (this includes your address, telephone or mobile number or e-mail address).
- Do not accept or respond to a student attempting to give you personal information (this includes their address, telephone, mobile number or email address).
- Accept physical or verbal abuse from a student. Do not respond yourself, but report it immediately to the member of the school staff responsible for your visit.
- Do not ignore your judgment or "gut feeling". If something does not *seem* right, it probably is not.
- As a visitor, do not leave an area you have been asked to wait in without permission.

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