



**Chesterton Community Sports College**  
**Pupil Friendly Safeguarding Policy**

# **Pupil Friendly Safeguarding Policy**

**Signed:**

**Chair:** *R. Dutton*

**Head:** *R. Swindells*

**Date:** 27<sup>th</sup> June 2024

**Review date:** June 2025



# Chesterton Community Sports College

## Pupil Friendly Safeguarding Policy

What do we do in school to keep you safe?

*'Safeguarding is everyone's responsibility, every day'.*

Safeguarding means:

- protecting children and young people from abuse and harm
- preventing harm to children and young people's health or development
- making sure that children and young people have the best possible outcomes

Our priority is to keep you **safe and healthy**. Keeping you safe in school means:

- Ensuring your health and safety is taken care of
- Making sure that the adults who work here have undergone safety and security checks
- Protecting you and everyone else from deliberate harm
- Being an anti-bullying school
- Being proactive against racist behaviour
- Protecting you and everyone else from harassment and discrimination
- A positive approach to behaviour management
- Meeting the needs of anyone with medical conditions
- Providing first aid when required
- Protecting you and everyone else from drug and substance abuse
- Planning safe and enjoyable educational visits for you
- Caring for your personal needs
- Keeping you safe when using the internet and making sure that you and everyone else is aware of online bullying
- Making sure that our school is secure and safe
- Listening to you if you have any worries or problems
- Ensuring that you know who to go to in school if you have a problem



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You and your health and safety are our number one priority. We make use of the following strategies to keep you healthy and safe:

### Child Protection

All staff receive appropriate training in Safeguarding and Child Protection to make sure that they are aware of the school's procedures for child protection and their responsibilities. We have a written policy and procedures for Child Protection complying with Local Authority and national guidance.

- The Designated Teachers for Child Protection are Miss Machin (SENCo) and Mrs Fox (Inclusion Support). The designated governor for Child Protection is Mr Dutton.
- If you are worried about something, you can talk to any adult in school that you trust. This could be your form teacher, Head of Year or any other staff member.

### Recording and Reporting Racist Incidents

All reported racist incidents are investigated, dealt with and recorded. Records are kept of all racist incidents and their outcomes. Parents are informed of any racist incidents and what actions have been taken.

Under the Race Relations (Amendment) Act 2000 and Home Office Code of Practice on reporting and recording racist incidents (2000), schools are required to record and investigate all racist incidents and to report them to the local governing committee on a termly basis.

The definition of a racist incident: as recommended in the Stephen Lawrence Inquiry Report 1999: *'A racist incident is any incident which is perceived to be racist by the victim or any other person.'* S. George Jan 2019.

### Bullying

It is the responsibility of the whole school to make sure that school provides a safe, secure, caring and friendly environment in order to protect pupils from those who wish to deliberately hurt them either physically or emotionally. We are proactive in promoting a caring and positive ethos between all members of the school community. We have an anti-bullying policy with very clear procedures in place in the event of an incident involving bullying.

- It is important that you tell someone you trust if someone is bullying you or you see someone bullying someone else.



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### **Online Safety**

We take internet safety very seriously at CCSC. If we become aware of issues relating to specific children, we will inform parents. Within our curriculum we regularly look at online safety because it is important that you know how to keep yourself safe online.

Parents are responsible for monitoring your online activity at home. We also have comprehensive filters on all pupil iPads, filtering what you can access both in school and at home.

### **Sex and Relationships**

As part of our curriculum, you will cover age-appropriate sex and relationship education during your PSHCE sessions in form and RSE days. For more details, please see our PSHCE policy.

### **Sickness and Attendance**

Attending school is really important but if you are too ill to come to school, your parents must let the office know the reason by 9am on the first day of any absence so that we know you are safe and being looked after. We have a policy of contacting parents/carers if we haven't received a message by 9am.

If you become ill during the day, you must tell your teacher. You will be monitored and we will telephone home if we feel it is necessary to do so. Any first aid incidents will be dealt with by our qualified first aiders in the office.

### **Medicines**

If you are receiving ongoing medication, your parents must fill in a medication form and bring the medication in to the school office. Medication cannot be administered by school staff without prior agreement.

### **Jewellery**

For safety reasons, jewellery should not be worn to school, with the exception of small stud earrings and watches which may be worn at the owner's risk.

The Local Authority regulations state that all jewellery must be removed for PE. Stud earrings must be covered with tape/plasters which the children must be able to do themselves.



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### Fire Drills

Our fire bells are tested weekly and a fire drill is held each term to ensure the swift evacuation of the building. When the fire alarm rings, you must follow your teacher's instructions and leave the building quietly and sensibly.

### No Smoking Area

Our school building and grounds are a designated No Smoking Area – this includes e-cigarettes/vapes.

### Security

The school has been built with the security of pupils and staff in mind, including:

- perimeter fencing and barriers
- a modern and effective fire alarm system with smoke alarms
- door entry system
- ID badges worn by staff at all times

### Visiting the School

Any visitors to the school must ring using the gate system (phone through to have the gate opened) and then sign in and out as a visitor. Our staff are trained to challenge anyone not following this practice.

### Risk Assessments and School Trips

We want to offer a wide range of safe and enjoyable educational visits for you. All school trips involve the use of a rigorous risk assessment and appropriate staff will supervise you for the duration of the trip to ensure your safety.