

Safeguarding at The Forest School



**DESIGNATED
SAFEGUARDING
LEADS**



Headteacher Shirley Austin

Designated Safeguarding
Lead Jon Hannam

“A warm welcome to our School.”

All visitors to The Forest School must sign in using the signing in book at reception. Please include a note of any vehicle registration so that if there is a problem we can notify the relevant person. Visitors will be issued with an identity badge which must be worn at all times. When leaving the site all visitors must sign out and return their badge to reception.

In the event of the alarms sounding, you will be escorted to the muster point on the playground. You will be informed by our Receptionist if a drill is scheduled during your visit.

Car parking is limited. Please ensure you limit your speed to 5mph. Cars are not allowed to move on site between 3:00-3:00pm



What is PREVENT?

The aim of 'Prevent' is to stop people becoming or supporting terrorists and to do this by challenging ideologies, protecting vulnerable individuals and supporting institutions, such as our school. It is part of the National Counter Terrorism Strategy known as CONTEST.

The **PREVENT strategy** has three main objectives:

1. To challenge ideology that supports extremism/ terrorism and those who promote it;
2. To protect vulnerable individuals from being drawn into extremism;
3. To support sectors where there are risks of radicalisation.

Protecting children from the risk of radicalisation should be seen as part of a school's wider safeguarding duties and is similar in nature to protecting children from other harms such as drugs, gangs, neglect and sexual exploitation.

Home Office- The Prevent Strategy

What you need to look out for...

Indicators could be:

Vulnerable pupils	Identity crisis
Personal crisis	Unmet aspirations
Criminality	Low self esteem
Extended absences	Social exclusion
Changes in behaviour and appearance	
Expression of extreme views verbally or academically	

Be Vigilant Awareness is by far the greatest protection for children and vulnerable people.

People you need to know:

Designated Safeguarding Leads:

Ms Austin, Mr Hannam

Heads of Year: Mr Tate (7) Mr Jordan (8 & 9)
Mr Vernon (10) Mr Thompson (11)

Head of Sixth Form: Mrs Collins

Attendance: Mrs Turner

First Aid / Safeguarding Administrator: Mrs Deer

Please remember...

Everyone who comes into contact with children and their families has a role to play in safeguarding children.

Always maintain an attitude of 'it could happen here.'



What to do if a pupil discloses to you?

- **Firstly, do not promise confidentiality;**
- **Tell the pupil that you need to tell an appropriate adult;**
If they continue to talk to you;
- **Make notes on what they say and pass the original notes to the Designated Safeguarding Lead or Co Lead;**
- **Do not ask leading questions;**
- **Seek to pass the concerns to the appropriate member of staff at the earliest opportunity.**

Do

- **Always** report any concerns you have to an appropriate person in school;
- **Always** share any concerns; no concern will be thought of as trivial;
- Be familiar with our e-safety policy;
- Keep any notes and pass them on.

Don't

- Try to deal with issues on your own;
- Promise confidentiality. You must always tell the child that you need to pass on to an appropriate adult;
- Put yourself in a difficult position. If you are alone with a child in school, always tell someone where you will be and what you are doing. Keep classroom doors open;
- Communicate with children through social media

What you need to know:

Be aware of the signs of abuse and neglect so that you can identify if a child needs help.

- Maintain an attitude of *'it could happen here.'*
- Be aware of the staff you can talk to if you have concerns.
- If you have any concerns about a child, raise it as soon as possible with the Designated Safeguarding Leads: Ms Austin or Mr Hannam
- Safeguarding Administrator - Mrs Deer

saustin@forest.academy
jhannam@forest.academy
cdeer@forest.academy

Tel: (0118) 9781626

Thank you for visiting the school and for supporting the safeguarding of our community.



Emergency

If the fire alarm sounds, leave the building by the nearest exit and proceed to your designated Assembly Point. DO NOT re-enter the building until you are told it is safe to do so.

The Forest School Fire Marshal – Mrs B Senior

Health & Safety

Your safety and well-being are important. All staff and visitors have a duty of care for the Health and Safety of themselves and others. Please report any concerns directly to the Reception.

Site Team

Mrs B Senior
Mr M Delange

Mr T Hockley
Mr M Beckford

Accidents

Any staff or visitors illness, injury or accident must be reported to reception. The Medical Room is staffed during the school day.

A "Defibrillator" is located on the outside wall of the Medical Room.

First Aid – Mrs C Deer

Smoking

All visitors are reminded that The Forest School is a non-smoking site. This includes the use of E-cigarettes. The site refers to all areas including the staff and visitors car park.



No smoking



No electronic cigarettes