



## Deanery C.E. Primary School CHILD PROTECTION GUIDELINES

All information will be treated in confidence. Our aim is to act in the best interests of your child, and to ensure that you receive fully your entitlement to school information.

### **Information Update**

A number of people may now have **PARENTAL RESPONSIBILITY** for a child. This includes both parents, whether separated or divorced, and unmarried fathers if they have a Parental Responsibility Order, or a Residence Order. Other people may also acquire Parental Responsibility.

It is important for the Head Teacher to know of any change in home circumstances, or any court orders immediately, so that the school is fully conversant with the situation.

We will not provide access or information about your child to a person who is unknown to the school.

### **Collection of Children**

As part of the school's Child Protection Policy it is essential we know in writing who may collect your child from school. If you need to have another person collect your child, please inform the class teacher of the person's name and explain that we may ask for proof of identity.

If a problem arises in the late afternoon, please ring the school office and inform a member of the office staff of the revised collection arrangements. Unfortunately we are not able to allow your child to go home with a neighbour/friend unless you have given us verbal or written permission. Older siblings at our school will not be allowed to collect your child. Siblings at secondary school who collect children, must have written consent from parents.

### **Videos and Cameras**

It is lovely to have memories of your children during special times at school. We will allow pictures/videos to be taken during concerts and special events. If, for any reason, you have a problem with this, please inform the Head Teacher, in writing, who will discuss this matter with you and come to an amicable agreement. Please be mindful of other parents when taking pictures and videos.

### **Mobile Phones**

It is not permitted to use mobile phones on the school premises and they should be turned off.

### **Safeguarding**

We care for our children and their safety is paramount to us. If anyone sees/says anything that causes concern please report it IMMEDIATELY to a teacher.

### **The Designated Senior Lead is:**

Mrs Jayne Lockett                      Head Teacher

### **All senior managers are also fully trained:**

Miss Anita Morris	Deputy Head Teacher
Mrs Jennie Griffiths	SEND Manager
Mrs Karen Moore	Manager Foxes Club