

## Be Vigilant!

Children who are at risk of harm or neglect can sometimes be identified by the following:

- Verbal disclosure
- Sharing a secret
- Information passed by a friend or other pupils
- Images or other content found online on phones or tablets
- Changes in behaviour
- Seeming down, withdrawn, anxious or tired
- Self-harming
- Concerns found in school work
- Inappropriate knowledge of 'adult' issues
- Poor bond or relationship with a parent
- Always choosing to wear clothes that cover their body

**Safeguarding and promoting the welfare of children is everyone's responsibility.**



## Child on Child Abuse

Anyone working with children should be aware that children can abuse other children, and that it can happen both inside and outside of school and online.

It is important to not downplay certain behaviours as 'just banter', 'just having a laugh' or 'kids being kids'

If you have any concerns about child on child abuse, report it immediately to a member of the Safeguarding Team.

## Managing allegations against staff

In exceptional circumstances, you may have concerns about the conduct of a staff member. If so, it is very important that you share your concerns with the Head Teacher.

If your concerns relate to the conduct of the Head Teacher, you must share your concerns with the Chair of Governors.

**Contact the Safeguarding Team**

01642 314548

[safeguarding@overfieldsprimary.org.uk](mailto:safeguarding@overfieldsprimary.org.uk)

# Safeguarding

at Overfields

Primary

School



At Overfields Primary School we are committed to **safeguarding** the children in our care.

Please read the following information which is designed to help education staff and visitors understand the importance of keeping everyone safe at Overfields Primary School.

*'Dream*

*Believe*

*Achieve'*



Any adult working or volunteering in school has a responsibility to help identify children and young people who are at risk of harm and in need of protection.

If you identify a safeguarding concern in respect of a young person you must report it to a member of the **Safeguarding Team**.

If you are present in school, you can reach a member of the Safeguarding Team by asking at the school office.

Otherwise you need to telephone the school on 01642 314548 and ask to speak to a member of the Safeguarding Team.

### How Can I Help?

- ✓ Be vigilant at all times.
- ✓ Please keep personal belongings out of reach of children.
- ✓ Please follow the fire evacuation procedures and leave the building by the nearest exit should the fire alarm sound.
- ✓ Please read 'Keeping Children Safe in Education 2025' (KCSIE).
- ✓ Please read our Child Protection Policy.

## The Safeguarding Team



**Mrs Watson**  
Designated  
Safeguarding Lead



**Mr Campbell**  
Deputy Designated  
Safeguarding Lead



**Mrs Wilson**  
Deputy Designated  
Safeguarding Lead



**Mrs Featherstone**  
Deputy Designated  
Safeguarding Lead

**Mrs Enid  
Harrison**

**Safeguarding  
Governor**



### Helpful tips to protect children

Safeguarding children and young people is a sensitive area and requires a professional and collaborative approach.

**A child may choose to share child protection concerns with you.**

Any concerns you have or that are disclosed to you **MUST** be shared with the staff Safeguarding Team at Overfields Primary as soon as possible.

It is important that the child's voice is heard and recorded accurately. You should listen to the young person at an appropriate time; try to record word for word what they have disclosed. Please be factual and remember to state:

- ✓ The name of the child
- ✓ The date and time of disclosure
- ✓ Details of the disclosure
- ✓ Your name, signature and date

**Remember your statement could be used as evidence If a child discloses a child protection concern with you.  
DO NOT QUESTION FURTHER OR INVESTIGATE.**

Please inform a member of the Safeguarding Team immediately.