

## What can you expect from us?

- A safe environment in which your child can learn that complies with safeguarding legislation and guidance
- We will take good care of your child whilst they are with us and listen and act on any concerns they share with us
- We will keep accurate up to date records
- If your child transfers to another school we will share important information with their new school that will help to support your child's move
- We will contact you if your child is absent and you have not told us why to ensure they and you are safe and well
- We will respond promptly to any problem or concern you tell us about
- Our staff will offer support and assistance when needed

**If you have a concern for a child's safety or wellbeing, please contact Customer First (24hr service):**

**Tel: 0808 800 4005**

Customer First is the initial point of contact for Social Services in Suffolk

## Need further copies of this leaflet?

Contact:

**LSCBCommunication@suffolk.gov.uk**

Alternatively you can download copies of this and all of the other LSCB leaflets on our website: **www.suffolkscb.org.uk**

If you need help to understand this information in another language please call **08456 066 067**

Se precisar de ajuda para ler estas informações em outra língua, por favor telefone para o número abaixo.

Portuguese

Jeżeli potrzebujesz pomocy w zrozumieniu tych informacji w swoim języku zadzwoń na podany poniżej numer.

Polish

এই লেখাটি যদি অন্য ভাষাতে বুঝতে চান তাহলে নিচের নম্বরে ফোন করুন

Bengali

بەم زانیاری هێشینی ئێه ب ت گهیهنتی ده یارمهت ب ویستیت بهگهیه بکه، وهی خواهم ژماره ندی بهیوه بهزمان کی تر تکایه

Kurdish

如果你需要其他語言來幫助你了解這些資訊，請撥以下電話。

Chinese

اگر شما نیاز دارید که این اطلاعات را به زبان دیگری دریافت کنید لطفاً به شماره زیر تلفن کنید.

Farsi

If you would like this information in another format, including audio or large print, please call **08456 066 067**.



# Suffolk Safeguarding Children Board

## Keeping Children Safe in Education

### Information for Parents and Carers



Issue: July 2014

[www.suffolkscb.org.uk](http://www.suffolkscb.org.uk)

## What is Safeguarding?

Children should be free from harm and danger; It is everyone's responsibility to ensure that they are. Safeguarding means protecting children from harm and acting on concerns for a child's safety and wellbeing. This includes physical, sexual, emotional abuse and neglect.

## Why do you need to know?

The Children Act 1989 requires everyone working with children to inform Children's Services about any child thought to be in need of support or at risk of harm. The Education Act 2002 requires all schools to have arrangements to safeguard children. The school has procedures in place to do this and a policy that all staff, volunteers and regular visitors must work to. You can request a copy of this policy from the school office.

There are at least two members of staff whose job it is to be responsible for all aspects of safeguarding in our school. We also have a Named Governor for Safeguarding.

If the issue concerns the Headteacher you can contact the Chair of Governors.

## Key Safeguarding Contacts:

<b>Designated Safeguarding Lead (DSL)</b>	
<b>Alternative DSL</b>	
<b>Named Governor for Safeguarding</b>	
<b>Chair of Governors</b>	

## What will happen if we have concerns for your child?

If the school has a concern that your child is, or may be, suffering harm within or outside the school we will act according to our statutory duty under the Education and the Children Acts to protect your child from any harm or danger. **All schools have a duty to refer cases if they have a safeguarding concern.**

## What does this mean? What concerns may we have for your child?

- If someone at our school sees an unusual or unexplained injury or mark
- If your child has said something worrying to us
- If it has been reported to another agency that something has been said or witnessed by your child
- If their behaviour is particularly out of the ordinary
- Or, if there are any other reasons we feel your child may be suffering harm outside of school, we have a legal duty to make a referral.

**We will discuss the referral with you and also let you know it has been made, unless to do so would put your child at more risk by informing you. It is always better for your child if we can work together.**

## What do you need to know?

An assessment of your child's needs will be made either by a social worker or another professional already involved with your family.

This may involve a social worker contacting you to undertake an assessment, called a 'Statutory Assessment' and will provide you with a copy. This will involve a home visit when the social worker will speak to you and your child. They may also speak to other professionals involved with your family. If the social worker's assessment is that your child has needs that require additional help and support, they will discuss this with you.

## How will you feel?

We understand that you may feel angry, upset or worried because we have made a referral.

The decision to make a referral is never taken lightly. However, every member of staff or volunteer that works at every school has a legal duty to act in the best interests of children at all times. This means acting quickly to reduce any risks where a child's safety is of concern.