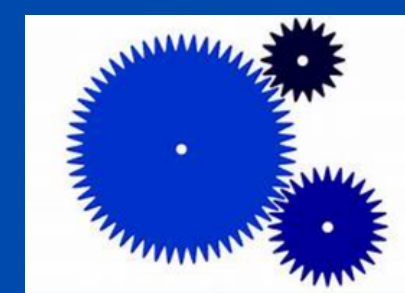


SAFEGUARDING SUMMARY



1 SAFEGUARDING IS EVERYONE'S RESPONSIBILITY

All staff have a duty to safeguard and promote the welfare of children.

You must act in the best interests of the child at all times and maintain a child-centred approach.

Staff must:

- Provide a safe environment for children.
- Be alert to signs of abuse, neglect, exploitation, or mental health concerns.
- Report any safeguarding concerns immediately.
- Support children who may need Early Help.
- Understand children may not always disclose abuse directly.

2 Designated Safeguarding Lead

Designated Safeguarding Lead (DSL)

The DSL is responsible for safeguarding and child protection in school.

THE DSL IS STEVE GEORGE.

The DSL will:

- Manage referrals to Children's Social Care and Early Help.
- Work with external agencies.
- Support staff with concerns.
- Keep safeguarding records.
- Provide safeguarding training.
- Manage low-level concerns about staff.
- Oversee online safety.

If the DSL or Deputies are unavailable, do NOT delay - contact Children's Social Care or the Police if necessary.

Deputy DSLs:

Lisa Seddon, Emma George, Fran Collis

3 Recognising Safeguarding Concerns

Safeguarding issues may include:

- Physical abuse
- Emotional abuse
- Sexual abuse
- Neglect
- Child exploitation
- Domestic abuse
- Female Genital Mutilation (FGM)
- Forced marriage
- Radicalisation / Prevent
- Child-on-child abuse
- Online safety issues
- Mental health concerns
- Children missing education
- Serious violence
- Extra-familial harm

Look for changes in behaviour, mood, attendance, appearance, or relationships.

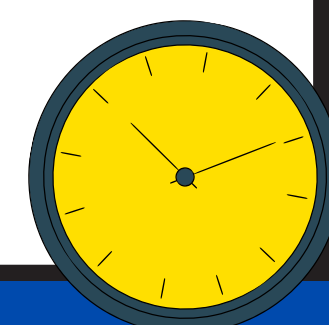
4 If a Child Discloses Abuse

DO:

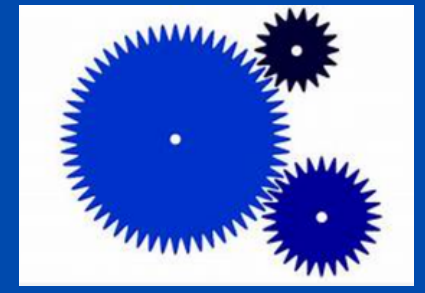
- Listen carefully and stay calm
- Take the child seriously
- Reassure them they did the right thing
- Report immediately to the DSL or Deputy DSLs
- Record exactly what was said

DO NOT:

- Promise confidentiality
- Ask leading questions
- Investigate
- Delay reporting



SAFEGUARDING SUMMARY



5 Reporting Concerns - What To Do

If you are worried about a child:

1. Report to the **DSL or Deputy DSL immediately**
2. As soon as you can, record the concern clearly and factually on CPOMS
3. The DSL will decide next steps
4. If a child is in **immediate danger**, contact **Police or Children's Social Care**
5. **Never ignore a concern**
6. Follow up a concern to ensure it was acted upon.

6 Confidentiality & Record Keeping

Make sure you:

- Share information on a **need-to-know basis**
- Safeguarding concerns override confidentiality
- Keep clear, factual records on CPOMS
- Keep a 'clean desk' with no names/numbers for safeguarding and GDPR purposes.

7 Key reminders for staff

- If in doubt - report it
- Do not investigate - pass on to the DSL or Deputy DSLs
- Record everything on CPOMS. Add linked pupils and categories.
- Safeguarding is everyone's responsibility
- Always act in the best interests of the child

8 Important Contacts



DSL: Steve George

Deputies: Lisa Seddon, Emma George, Fran Collis

Knowsley & National Contacts:

Remember, it is important to share your concerns even if you are unsure. Anyone can make a referral to Knowsley Children's Services: 0151 443 2600.

The Local Authority Designated Officer (L.A.D.O) for Managing Allegations Against Staff can be contacted on 0151 443 4467

Knowsley Child Protection and Safeguarding Advice Contact List

Role/ Agency	Contact Details	Service
Knowsley MASH	0151 443 2600	Child Protection and Early Help
Gill Brentley	0151 443 3519 Gill.brentley@knowsley.gov.uk	MASH Education Officer
Vicki Clements	0151 443 2969 Vicki.clements@knowsley.gov.uk	Education Safeguarding Officer
Diane Kitcher	LADOinbox@knowsley.gov.uk 07385420432	LADO
Shield Team Chloe Vose Team Manager	0151 443 5025 Chloe.vose@knowsley.gov.uk	Child Exploitation
CME	0151 443 5118	School Attendance Service
Phil McCalliog	Phil.mccallio@knowsley.gov.uk	Children Missing Education
Prevent	prevent@merseyside.pnn.police.uk 0151 777 8506	Merseyside Prevent Team
NSPCC Whistleblowing helpline	0808 800 5000 help@nspcc.org.uk	Independent whistleblowing service

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Shield Team Chloe Vose Team Manager	0151 443 5025 Chloe.vose@knowsley.gov.uk	Child Exploitation
CME Phil McCalliog	0151 443 5118 Phil.mcalliog@knowsley.gov.uk	School Attendance Service Children Missing Education
Prevent	prevent@merseyside.pnn.police.uk 0151 777 8506	Merseyside Prevent Team
NSPCC Whistleblowing helpline	0808 800 5000 help@nspcc.org.uk	Independent whistleblowing service

