

Safe Working within Mottram Primary School

- Model by being respectful, fair and considerate to all.
- Treat all children equally, never build a special relationship or favour a particular child above all others.
- Ensure that when working with individual children, the classroom door is left open, or that you can be visible/audible to others.
- Do not photograph children, exchange emails, text messages, or phone numbers or give out your own personal details.

Allegations

Any allegations regarding a member of the school staff should be reported to the Headteacher.

If the concerns are about the Headteacher please inform the Chair of Governors.



Designated Safeguarding Leads

Mrs M Scattergood
(Acting Headteacher)
(Designated Safeguarding Lead)

Mr Ian Johnson
(Safeguarding Governor)

Everyone has a responsibility to make sure that children at Mottram CE Primary School are safe.

This leaflet has been given to you to make sure you understand what is expected of you.

If you are worried about the safety of any child in our school, you **MUST** report this to the Designated Safeguarding Lead or by contacting the school on 01457 763368.

PLEASE DO NOT:

- Decide to do nothing.
- Leave the school without telling anyone.



WELCOME TO MOTTRAM CE PRIMARY SCHOOL

Information for visitors

This information leaflet is for volunteers and visitors and explains the School's Safeguarding Procedures and how you play a part in ensuring that this is –

A SAFER SCHOOL

We are committed to Safeguarding and meeting the needs of all our children.