

# Tywyn Primary School



Safeguarding Information for Parents

## Designated Safeguarding & Child Protection Officers



Tywyn Primary School, Channel View, Port Talbot

01639 790883

[Welcome to Tywyn Primary School – Education For All \(j2bloggy.com\)](http://www.tywynprimaryschool.com)

[tywyn@npt.school](mailto:tywyn@npt.school)

Chair of Governors – Cllr Colin Crowley

### Useful telephone Numbers:

**Anneliese Donovan:** (01639) 763363

LEA Designated Child Protection Officer

**John Burge:** (01639) 763598

Pupil Parent Support

## **What does safeguarding mean?**

- Protecting children from maltreatment
- Keeping children safe from harm such as illness, abuse and injury
- Preventing impairment of children's health and development
- Ensuring that children grow up in a safe and effective environment
- Creating opportunities from optimal life chance in order to enter adulthood successfully

## **What happens if we have a concern about a child?**

All safeguarding concerns are recorded on 'My Concern', an on-line secure platform that allows the school to build a chronology of concerns and offer appropriate advice or support where necessary, including support from outside agencies. Serious concerns regarding abuse or neglect will be reported immediately to Sarah McHugh, Rhiannon Williams, Kate Handbury, Paula Jones or Rachel Johns the designated Child Protection officers. They will decide upon the next course of action, e.g. advice from LEA Safeguarding Officer, report to Social Services or contact the Police.

If there are concerns that the child may be at risk, the school must follow the procedures in the Child Protection policy.

## **How does Tywyn Primary keep my child safe?**

It is the school's responsibility to ensure your child is safe and this is achieved in the following ways:

- External doors are kept locked at all times and visitors must go to the main entrance and report to the office
- Pupils are regularly reminded that they must never open the doors to visitors, not even their own parents
- We ensure that all visitors sign in and sign out so that we know who is on the premises
- All visitors wear a lanyard to show that they have permission to be on the premises
- Termly fire drills are carried out so that all staff and children understand the procedure
- Health and Safety checks are carried out by relevant staff and governors
- Risk assessments are carried out prior to all off-site visits and activities, as well as some school based activities
- All staff are subject to DBS (Disclosure and Barring Service) checks prior to joining the school
- All staff attend Safeguarding & Child protection training

- First Aid training for staff is regularly updated
- The school has Designated Child Protection Officers

### **Open Door Policy**

There is an ‘open door’ policy at Tywyn Primary. Please feel free to make an appointment at any time to discuss any matters that may concern you. A problem shared is a problem halved!

### **Daily arrangements**

There will be members of staff at the main gates every morning and at the appropriate gates in the evenings to welcome parents and children. We kindly ask that you leave your child/children with that member of staff. Can all parents please refrain from entering the school to coincide with LEA Regulations.

Thank you for your co-operation.

Mrs Sarah McHugh

### **Entrance and Exits for Pupils?**

<u>Class</u>	<u>Entry / Exit</u>
Nursery	Nursery Yard Gate
Reception	FP Yard Gate
Year 1	FP Yard Gate
Year 2	FP Yard Gate
Year 3	Junior Yard Gate
Year 4	Junior Yard Gate
Year 5	Junior Yard Gate
Year 6	Junior Yard Gate