

# CHILD FRIENDLY SAFEGUARDING POLICY



## What does safeguarding mean?

Safeguarding means keeping everyone safe, guarding them from harm and taking care of them. It means that we look after people and try to live as Jesus taught us. It also means that we make sure that we keep our classrooms looking nice and we take care of them.

## How does OLC keep you safe?

- ❖ Our teachers and all staff provide a safe environment for us to learn in.
- ❖ School is an enclosed environment so strangers can't get in.
- ❖ There are gates at the bottom of the drive with a member of staff to make sure you are collected safely from school.
- ❖ We have gates around the school to keep us safe throughout the day - visitors that enter our school are checked to make sure they are safe.
- ❖ We have locks on doors that lead to outside to keep out intruders.
- ❖ We have fire exits and procedures - the fire alarms are used when we have a fire drill or when it is a real fire.
- ❖ There are phones in all the classrooms for teachers to use should they need to.
- ❖ We have rules to keep us safe and be fair.
- ❖ If we are going home with someone else, teachers make sure that is ok with our parents first - we have to give a special code (password) at the school office if someone unknown is picking us up from school.
- ❖ Footsteps staff are there to make sure we are safe when everyone has gone home.
- ❖ All staff wear a blue lanyard with the word "Staff" to show they work at OLC.
- ❖ There are lots of teachers wherever we go - we are always accompanied by a member of staff around school.
- ❖ Teachers also make sure children aren't alone in classrooms - we know that we are only allowed out on the playground with an adult.
- ❖ Attendance registers are taken daily in the morning and in the afternoon - a register is also taken during a fire drill to make sure that everyone is out of the building.
- ❖ Staff always count us on trips and never let us be alone.
- ❖ We have a morning and afternoon check-in using the zones of regulation.
- ❖ There is a lollipop lady to keep us safe when crossing the road.
- ❖ Staff are out with us on playground at playtime and lunchtime.
- ❖ There are emergency medical kits on playground.
- ❖ Lockdown drills prepares us for an emergency.
- ❖ There are first aiders in the office and across the school who make sure that we get the right treatment.
- ❖ School makes sure that our curriculum aligns with the national curriculum - what we are taught helps us to keep safe (we are taught about crime and drugs, about puberty and growing up).
- ❖ We learn about how to stay safe with electricity in Science.
- ❖ School teaches us about online safety.
- ❖ We have visits from the fire people and police to teach us how to stay safe.
- ❖ Smoothwall blocks any websites that are not safe for us to access.
- ❖ We can talk to staff about any problems or concerns we have at home or in school - staff always listen.

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## Who do we talk to if we have a worry?

We can talk to any adult in school if we need to, but Mrs Vella, Mr Emery and Ms Moir will **ALWAYS** be there for you – just tell them what's worrying you. These three adults are Designated Safeguarding Leads. Mrs Silverwood is also always there for us. If you don't think you can speak to an adult in school, you can also leave a note in your class Worry Box.

### Lead DSL - Mrs Anna Vella

#### Deputy Headteacher



### Deputy DSL - Mr Neil Emery Headteacher



### Deputy DSL - Miss Moir Footsteps Manager

