

Crackley Bank Primary School
Keeping safe policy for parents 2021



What do we do in school to keep your child safe?

'Safeguarding is everyone's responsibility, every day'.

Our first and foremost priority is to keep your child safe and healthy. Under the latest OFSTED framework safeguarding is a key indicator of what constitutes a good school. Keeping your child safe means:

- The health and safety of all children
- Making sure that the adults who work here have undergone safety and security checks
- Protecting children from deliberate harm
- Being an anti-bullying school
- Being proactive against racist behaviour
- Protecting our children from harassment and discrimination
- A positive approach to behaviour management including the use of physical intervention safely, when necessary
- Meeting the needs of children with medical conditions
- Providing first aid
- Protecting children from drug and substance abuse
- Children enjoying safe educational visits
- Caring for children's personal needs
- Keeping children safe when using the internet and making sure they are aware of cyber bullying.
- Making sure our school is secure and safe
- Being a 'listening school'.
- Ensuring they know who to go to in school if they have a problem

Your child and their health & safety are our number one priority. We employ the following strategies to keep your child healthy and safe:

Covid19 Risk Assessment

We are still mindful of the increased risk of Covid 19. While some of the measures introduced last year have been relaxed, we still remain vigilant to the risks involved. We follow current Government guidelines and work with PHE and local health protection agency.

We are still actively promoting good hygiene routines, such as handwashing. We are ensuring surfaces and touch points are cleaned regularly. Most importantly we communicate regularly with parents to ensure that children showing coronavirus symptoms are PCR tested and if the test is positive the isolate for the required time. If you require any further clarification, please email the headteacher - headteacher@crackleybank.staffs.sch.uk.

Child Protection

All staff receive appropriate training in Safeguarding and Child Protection to ensure that they are aware of the school's procedures for child protection and their responsibilities. We have a written policy and procedures for Safeguarding complying with Local Authority guidance. The Designated Teachers for Child Protection are Ms Stevenson (Headteacher), Mrs. L. Taylor (Deputy Headteacher) and Mrs. Pearson (Pupil Mentor). The designated governor for Child Protection is Mrs L. Jackson (CEO of Collective Vision Trust).

Recording and reporting racist incidents

'Under the Race Relations (Amendment) Act 2000 and Home Office Code of Practice on reporting and recording racist incidents (2000) schools are required to record and investigate all racist incidents and to report them to the governing board on a termly basis.

Definition of a racist incident: as recommended in the Stephen Lawrence Inquiry Report 1999: ***'A racist incident is any incident which is perceived to be racist by the victim or any other person.'*** S. George Jan 2019

Collecting your child during the school day

If your child is ill

Please keep them at home and notify us by 9am on the first day of any absence so that we know they are safely at home with you. We have a policy of contacting parents / carers if we haven't received a message by 9:30am.

If your child becomes ill during the day they will be monitored and we will telephone you if we feel it is necessary to do so. Any cuts and grazes resulting from normal play in the playground will be dealt with by our first aid trained teaching staff, learning support assistants or mid-day assistants. Any bumps on the head will be reported to the child's teacher, a letter will be sent home and we will send a text so that you are aware to monitor.

Medicines

If a child is receiving ongoing medication, parents are allowed to come into school by prior arrangement to administer this. Medication cannot be administered by school staff without prior agreement: please email the school office to discuss this. Medicine and tablets must never be given to a child to be brought into school. Please advise the school if there are any changes to your child's health which the school should know about.

Jewellery

For the sake of safety, we request that jewellery should not be worn to school, with the exception of small stud earrings and watches which may be worn at the owner's risk.

The Local Authority regulations state that all jewellery must be removed for P.E.

Fire Drill

Our fire bells are tested weekly and a fire drill is held each term to ensure the swift evacuation of the building. If you are helping in school and the alarm sounds, please leave by the nearest exit and assemble on the main playground.

Road Safety

As part of our school development we have set a target to continue to increase the number of children walking to school. We ask parents / carers to support us and ease traffic congestion by walking your child to school; this provides an ideal opportunity to teach your child about road safety and traffic awareness. Zig-Zag lines are in force around the school so, if you travel by car, please park well away from the school entrance for the sake of the safety of our pupils. Please do not park in our car park.

Before and after school

Pupils should not be arriving on the school premises before their allocated time. Parents/carers are responsible for children before the doors open unless the child has attended breakfast club and then the breakfast club staff are there for them.

Please do not allow your children to ride bikes, scooters or play ball games in the playground at the beginning or end of the school day.

Please do not bring dogs onto the school premises ever.

Playground safety

We have very clear rules about behaviour and use of play equipment in the playground. Supervising adults are outside with the children every playtime and lunch time to help ensure that playtimes are a happy time for all children.

No smoking area

Our school building and grounds are a designated No Smoking area so we ask for your co-operation in extinguishing cigarettes before entering the site – this includes e cigarettes.

Security

The school was built with security of pupils and staff in mind including:

- perimeter fencing and gates
- fenced EYFS area for our youngest pupils
- a modern effective fire alarm system with smoke alarms
- door entry system
- all staff wear ID badges at all times

Although we want to have an open door policy we must balance this against the safety of pupils and staff and we request that parents / carers respect this. At the start and the end of the school day please do not enter the school building. If you wish to speak to a member of staff, please telephone or email the school office and provide details of the information you require and your query will be directed to the most appropriate member of staff.

Visiting the school

Any visitors to the school must sign in and out as a visitor. Our staff are trained to challenge anyone not following this practice, so we apologise in advance. Visitors to the school will be asked a number of questions regarding their possible exposure to Covid19 before they are allowed to enter the school. We appreciate their cooperation in answering these questions; refusal to do so may result in the visitor not being allowed to access the school building.

Relationships and Sex Education

As part of the national curriculum all year groups access appropriate sex and relationship education. Parents have been consulted regarding the changes to the curriculum. If parents have query about RSE they should email the headteacher.

Swimming

In Y5 children go swimming once a week (Y6 in Summer Term 2). They are accompanied by members of staff who remain poolside during the lesson and closely supervise the children in the changing rooms. The children are taught swimming by fully trained instructors.

Risk assessments and school trips

All school trips involve the undertaking of a rigorous risk assessment. Our children wear school uniform thus identifying them as Crackley Bank Primary School pupils on the majority of educational trips. Wrist bands are worn on every trip.

Bullying

It is the responsibility of the whole school to ensure that school is a bully free zone. We are proactive in promoting a caring and positive ethos between all members of the school community. We have an anti-bullying policy with very clear procedures in place in the event of an incident involving bullying. Every half-term there is a new topic that the whole school focus on through circle time, discussion groups and school assemblies. Every year we focus on anti-bullying week and involve the children in anti-bullying competitions.

Online safety

We take cyber safety very seriously at Crackley Bank. If we become aware of issues relating to specific children, we inform parents. Within our curriculum we regularly teach about at online safety.