GOVERNORS

Governors at Rhodes Avenue are aware of their role in safeguarding children, review the safeguarding policy annually and ensure independent contractors have the required child protection procedures.

A designated Safeguarding governor liaises with the school to review school policies and procedures and reports back to the Governing body.

SITE SAFETY

Risk assessments are carried out regularly.

There is a designated Health and Safety Governor.

There an accident book and behaviour incidents are logged using our Management Information System, with evidence of action taken and impact of action.

All members of staff are required to wear ID badges at all times.

All members of staff are aware of their responsibilities to report health and safety concerns to the site manager immediately.

All glass on windows and doors will be kept clear to allow full visibility.

SAFEGUARDING CONTACT

If you have any concerns around the safeguarding of the children at Rhodes or would like further information, contact:

Designated Safeguarding Lead
Cigdem Mourat (Deputy Headteacher)

Deputy Designated Safeguarding Leads
Emel Ali (Assistant Headteacher)
Maria Panayiotou (Headteacher)
Jette Rayner (Assistant Headteacher)

safeguarding@rhodesavenue.org.uk
Tel: 0208 888 2859

PREVENT DUTY

This school works in partnership with the wider school community to ensure children and their families are safeguarded from radicalisation and extremism. In line with the PREVENT duty Rhodes Avenue will ensure that all staff and governors are trained, informed, recognise vulnerability and mitigate risks.

Our school's statement of values respects learner and staff diversity, encourages freedom and openness and promotes the learner voice.

Visiting organisations (e.g. theatre groups) or individuals who will be performing for, or working directly with pupils, will be expected to have adequate safeguarding procedures in place and must agree with class teachers in advance what level of supervision or contact they will have regarding pupils and the content of what is being delivered.

RHODES AVENUE PRIMARY SCHOOL

Safeguarding for Parents

The Governing Body at Rhodes Avenue fully recognise that they have a duty to ensure arrangements are in place for safeguarding and promoting the wellbeing of children (Section 175 of the Education Act 2002). We adhere to the Haringey Safeguarding Children Partnership (HSCP) procedures.

We recognise that all members of the school community, including volunteers and governors will at all times play a full and active part in protecting our children from harm.

The following policies are linked to the information contained in this leaflet: Safeguarding, Health and Safety, Positive Handling, Behaviour for Learning, RSE, Medicines in Schools, Anti-Bullying, Online Safety and Safer Recruitment.

VISITORS

All parents and visitors to Rhodes Avenue must sign in and out of the school using the inventory system.

The information enclosed outlines how we as a school and a community we intend to keep our children safe. The policies and guidelines are not intended to alienate parents or visitors but ensure the children are safe at all times.

ENTRY AND EXIT FROM SCHOOL

All visitors must use the pedestrian gate entrance during the school day and must report to reception upon entering the school premises.

The Park Gate is open from:
8.45– 9am
3.25– 3.40pm
The Woodpecker Gate is open from:
8.45-9am
3-3.40pm
The Top Gate is open from:
8.45-9.10am
3.18-3.45pm

The gates are staffed at these times.

STAFF

Staff Conduct

All staff are required to work in a professional way with children. All staff should be aware of the dangers in:

- Working alone with a child (e.g. a door should always be open or a clear view into the room maintained);
- Physical interventions (see Positive Handling Policy);
- Cultural and gender stereotyping;
- Dealing with sensitive information;
- Giving to and receiving gifts from parents and children;
- Contacting children through private telephones (including texting) and emailing, or social net-working sites;
- Disclosing personal details inappropriately;
- Meeting pupils outside school hours or school duties.

Confidentiality

Members of staff may have access to confidential information, on a need to know basis, about pupils in order to undertake their responsibilities.

In some circumstances the information may be highly sensitive. Confidential or personal information about a pupil or her/his family will only be disclosed on a need to know basis.

In some exceptional circumstances, this may include Governors. Pupil and staff records are all kept securely.

Safer Recruitment

When recruiting new staff at least one member the interview panel must have had training in Safer Recruitment.

Designated Members of Staff

The designated members of staff keep child protection records securely, offer advice and support to colleagues, pass on concerns to the relevant authorities and liaise with social workers. The designated members of staff at Rhodes Avenue are Cigdem Mourat (Designated Safeguarding Lead), Emel Ali, Jetter Rayner and Maria Panayiotou-Argyrou (Deputy Designated Safeguarding Leads).

Allegations against a member of staff

Any concerns about a member of staff's conduct should be passed on to the Headteacher. The Chair of Governors will be informed and an investigation will be carried out.

Single Central Record

The Single Central Record holds information on all staff, volunteers and contractors working in the school.

The Business Manager, together with the DSL, are responsible for the upkeep of the SCR and the Headteacher and Governors monitors it regularly in line with OFSTED requirements.

PUPILS

Physical Contact and Restraint

Members of staff may have to make physical interventions with children. Staff should only do this where it is necessary to protect the child, or another person from danger and when the member of staff has received appropriate training.

Photographing Children

We understand that parents/carers like to take photos of their children or video them in school plays, at sports day or school presentations. This is a normal part of family life and we do not discourage parents from celebrating their child's success. However, we do ask that you do not share them on any social media platform without parental consent.

There are also restrictions on the use of images of children (e.g. data protection) and health and safety considerations. We adhere to the following guidelines:

- We seek written parental consent for the use of photographs and images for use by the school (including the school website and brochures) when a child joins the school.
- If visitors come to the school to make videos or take photographs for use outside the school, we will seek specific parental consent.
- Staff should be sensitive to pupils who may be uncomfortable about being photographed.
- Staff should be aware of the use of flash photography and the impact it may have on some of our pupils.

Online-Safety

The school has a separate policy on internet use and Online Safety.

Transporting Pupils

In certain situations, e.g. out of school activities, staff, volunteers or governors may transport pupils. Wherever possible, transport arrangements should be made in advance by a designated member of staff. Any transport should be provided (other than in private vehicles) with at least one adult additional to the driver as an escort.

Before and After School Activities and Educational Visits

Staff and volunteers should take particular care when supervising pupils in the less formal atmosphere of an educational visit, particularly in a residential setting, or after-school activity. Staff and volunteers remain in a position of trust and the same standards of conduct apply. The school has a policy on educations visits which forms part of this policy.

All parents who accompany a school visit must complete a 'Supporting Adult Code of Conduct Agreement for Educational Visits' and pass onto the class teacher.