



“
Safeguarding is everyone’s
responsibility.”
(Children Act 2004)

**If you cannot get in touch with Gary or
Gemma please contact..**

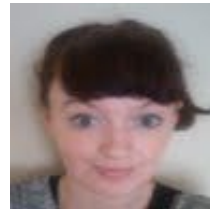


Any Safeguarding Concerns?



Gary Edmund is our
Designated Safeguarding Lead
(DSL)

In the absence of Gary Edmunds....



Gemma Gall is our Designated
Safeguarding Lead for Thoughts of Others.



Spring
Hill
High
School



Safeguarding Information for Visitors

The information enclosed outlines what you can do as a visitor to work together to keep our pupils safe.

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

There are many school policies and documents which will support you in understanding how we safeguard children at Spring Hill High School.

You can find these on our school website should you wish.

Fire and security

When you come into any of the school sites please sign the running log and the visitors book.

Should the fire alarm sound please leave with the staff you are working with and meet at the designated fire evacuation area.

- Start Court- the Delux car park at the back of the Delux building.
- Orchard Road-the driveway entrance outside the school.
- Slade Road
- Hunton Road
- Wood End

Positive behaviour and praise.

We seek to promote positive behaviour choices at all times. Please use Responsibility Points System to support you in helping the children make positive choices. If you need support please ask a member of staff for help.



Mobile phones and cameras

The use of mobile phones and personal cameras is not permitted whilst you are within the school. This helps safeguard both you and our students. AT no point should a device be used to take students' photographs without the guidance of a member of staff. Some children are not permitted to have their photos taken and as such we must ensure that we respect this request

Visitors as role models.

Children pick up quickly on actions, words and attitudes of those around them—especially when in positions of responsibility. We all strive at Spring Hill High School to be values role models. As a visitor we ask that you show our values in all your interactions with our children and staff.

Confidentiality

Everyone in school is expected to respect their position and the access they have to confidential information.children. All of this information is confidential.

Child Protection

At Spring Hill High school we follow Birmingham's Right Service Right Time policy. We work closely with parents to support their child and part of this can be at times to inform outside agencies that extra support may be required.

Anyone who visits Spring Hill High School will be asked to supply a copy of their DBS check / DBS number if they will be working unsupervised on one of the five school site.

If you do not have a DBS check we will require you to stay with a member of our staff at all times to ensure safeguarding procedures are adhered to.

When you are working in school if a child says anything to you which causes you concern please talk to a member of staff in the first instance. She/he may then ask you to write down what the child has said.It is important if a child tells you something that you :

- Let them talk. Be careful with your questioning—do not ask leading questions.
- Do not ask the child to repeat what they have said.
- Do not promise not to tell anyone.
- Do not criticise the person they are telling you about.

We ask that you take time to read the school safeguarding policy before you start working in school. –This can be found on the school website.

