

Child protection or safeguarding means protecting children from physical, emotional or sexual abuse or neglect. It also means helping children to grow up into confident, healthy and happy adults.

Most children enjoy generally happy childhood experiences within their own family. Unfortunately for some, this is not the case. During difficult family times, everyone who knows the child must do the best they can to protect them from future harm.

**Inglewood Community Nursery and Infant School is committed to ensuring all children are safe-guarded and that pupil welfare is paramount. We all have a duty of care to protect our children and to help keep them safe.**

Our Designated Safeguarding Officer  
is  
Miss D Boekestein

Our Deputy Safeguarding Officer is  
Miss C Ivison

Our Designated Teacher for  
Looked After Children is  
Miss L Holland

Our Designated Safeguarding Governor  
is  
Miss A Little

Our Child Protection Policy can be  
viewed on our website  
[www.inglewood-inf.cumbria.sch.uk](http://www.inglewood-inf.cumbria.sch.uk)



**Miss D Boekestein**



**Miss C Ivison**



**Miss L Holland**



**Miss A Little**

## **Inglewood Community Nursery and Infant School**



### **Safeguarding Procedures**

**A guide for visitors  
and volunteers**

## When visiting our school

### please ensure:

- ◇ You sign in and out of the visitor book.
- ◇ You collect a visitor badge from the office.
- ◇ If you have a DBS, ensure the office makes a record of this. If you do not, please let the office staff know.
- ◇ Ensure that you do not take children into or out of a room on your own.
- ◇ Only use appropriate language.
- ◇ Make sure a member of staff knows where you are working.
- ◇ Leave all personal mobile phones in the office.

## What is a disclosure?

Children may tell you about something that is worrying them. This is a disclosure.

If a child makes a disclosure to you, you should make a record of the conversation as soon as possible, stating exactly, what has been said.

Stay calm and be prepared to listen. Do not question the child and reassure them that they have done the right thing telling someone.

Notes should include: the nature of your concern, what was said by the child, what you said and your name, signature and date.

The record must be passed on to the Designated Safeguarding Officer, who will then evaluate and assess the concern. Where necessary, contact will be made with the Cumbria Safeguarding Hub.

We ask that you are aware of what might go wrong for a child.

### Recognising types of abuse

**Physical**– may involve hitting, shaking, throwing, poisoning, burning or scalding a child

**Emotional**- making fun of or deliberately silencing a child or making him/her feel worthless or unloved

**Sexual**- involves physical contact with a child, kissing, inappropriate touching, assault

**Neglect**- failing to provide food, clothing, shelter or protecting a child from physical and emotional harm or danger

