



SAFEGUARDING AT THE SYDNEY RUSSELL SCHOOL PRIMARY



If you have any issues regarding the safety and welfare of any child within our school, please relay your concerns to the Primary Designated Safeguarding Lead. If you are not familiar with the school, a member of the Reception team will be available to help. If staff members, governors or visitors have a concern about a child, they should raise this in the first instance with the Primary Site DSL. This includes vulnerability to radicalisation, as well as situations of abuse which may involve staff members.

Details for each member of the Safeguarding Team are set out below:

Designated Safeguarding Lead
(DSL)



Mr Ian Barton
020 3959 9900 Ext: 204190
iba@sydneyrussellschool.com

Deputy DSL
(Primary)



Ms Sarah Swainsbury
020 3959 9901 Ext: 204193
ssw@sydneyrussellschool.com

LSA



Ms Carla Watts
020 3959 9901
caw@sydneyrussellschool.com

What should I do if a child discloses that they are being harmed?

- Record details immediately, including wherever possible the exact words or phrases used
- React calmly
- Listen carefully
- Reassure
- Do not promise confidentiality and do not question the child.

Forms for the recording of information of this nature are available from the secondary school main office or the primary school front office. Please ensure that you have signed and dated the form before handing it in in person to one of the DSLs who may wish to discuss it with you. Following this discussion, the DSL will ensure that the matter is dealt with in the most appropriate way.

How do I assure my behaviour is always appropriate?

Appropriate relationships with children should be based on mutual trust and respect. Do not photograph children unless requested to do so by the class teacher. Do not exchange emails, text messages or give out your own personal details to the children. Please help to safeguard the children in our care by following these guidelines.

The Sydney Russell School is committed to safeguarding and promoting the welfare of students and young people and expects all staff, governors, trustees and volunteers to share this commitment. A copy of the school's Safeguarding and Child Protection Policy is available for download on our school website. Alternatively, hard copies can be requested from the main office.

What should I do if I am worried about a child?

If whilst working with a child you become concerned, please report these concerns to one of the Designated Safeguarding Leads. The office will assist you in finding and liaising with one of the DSLs immediately.

What should I do if I have a concern about a member of school staff?

You should report the allegation or concern to the Principal, Mrs Clare Cross
ccr@sydneyrussellschool.com

What should I do if I have a concern is in relation to the Principal?

You should report the allegation or concern to the Chair of Governors, Mr Craig Smith
csmith@sydneyrussellschool.com

Safeguarding is EVERYBODY'S responsibility, and if, at any point you feel a child is in immediate danger when the school is closed, you can make a direct referral to the Multi Agency Safeguarding Hub (MASH) team (24-hour service) at Barking and Dagenham.

MASH Team

Ground Floor, Roycroft House
15 Linton Road
Barking
IG11 8HE

Phone:

0208 227 3811 or
0208 594 8356 (out of hours)

Email:

Childrensservices2@lbdd.gov.uk

SRS ARP Extension

204131



SAFEGUARDING AT THE SYDNEY RUSSELL SCHOOL SECONDARY



If you have any issues regarding the safety and welfare of any child within our school, please relay your concerns to a member of our **Safeguarding Team**. If you are not familiar with the school, a member of the **Reception team** will be happy to contact them for you. If staff members, governors or visitors have a concern about a child, they should raise this in the first instance with the **Designated Safeguarding Lead**. This includes vulnerability to radicalisation, as well as situations of abuse which may involve staff members. If for whatever reason either the DSLs are not available, then concerns should be raised with the Deputy DSLs.

Details for each member of the Safeguarding Team are set out below:

**Designated Safeguarding Lead
(DSL)**



Ms Fiona Abankwah
020 3959 9900 Ext: 204093
fab@sydneyrussellschool.com

**Designated Safeguarding Lead
(DSL)**



Mr Andre Prince
020 3959 9900 Ext: 204131
apr@sydneyrussellschool.com

**Deputy DSL
(Child Protection)**



Ms Karen Meggs
020 3959 9900 Ext: 204063
kme@sydneyrussellschool.com

Safeguarding Support Officer



Ms Melissa Price
020 3959 9900 Ext: 204224
mep@sydneyrussellschool.com

**AAVP
Wellbeing**



Ms Lauren Reid
020 3959 9900 Ext: 204128
lre@sydneyrussellschool.com

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