Safe working at Eccleston C of E Primary School

• Provide a good example and be a positive role model by being respectful, fair and considerate to all.
• Treat all children equally, never build a 'special relationship' or favour a particular child above others.
• Ensure that when working with individual children, that the door is left open, or that you are visible to others.
• Do not photograph children (unless requested by school staff), exchange emails, text messages, phone numbers or give out your own personal details.
• Do not receive or give gifts unless arranged through the school.
• Only touch children when this is necessary and appropriate for the child's well being and safety.

Allegations

• Any allegations should be reported to the Headteacher Kathryn Rees-Wright.
• If the concerns are about the Headteacher please inform the Chair of Governors, Nayland Southorn.

Designated Safeguarding Leads

We are committed to safeguarding and meeting the needs of all our children. To this end our Senior Leadership Team have received Designated Safeguarding Lead Training. Our Headteacher, Kathryn Rees-Wright has overall responsibility for safeguarding within the school.

DSL Trained Staff

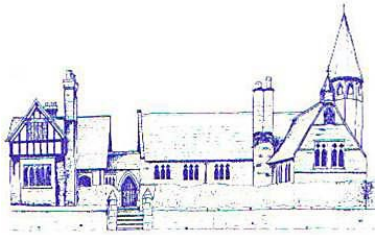
Kathryn Rees-Wright —DSL / Headteacher
Emma White — Deputy DSL / SENDCo

Everyone has a responsibility to make sure that children at Eccleston C of E Primary School are safe.

PLEASE ALWAYS:
Report any child concerns to our Designated Safeguarding Leads
Thank You

Safeguarding Procedures

A Guide for Visitors and Volunteers



Eccleston C.E. Aided Primary School

"Let your light shine" - Matthew 5:16

2026-2027

Eaton Road, Eccleston, Chester CH4 9HD
Telephone: 01244 506560
Email: admin@ecclestonprimary.cheshire.sch.uk

Visitors/Volunteers Responsibility

All those who come into contact with children through their everyday work whether paid or voluntary are responsible for their own actions and behaviour. You should avoid any contact which would lead any reasonable person to question your motivation and intention. At Eccleston C of E Primary School we all have a duty to safeguard and promote the welfare of our children.

DBS Certificate

All staff including supply staff, regular visitors and volunteers are subject to Disclosure and Barring Service (DBS) certificates. This is to help ensure that unsuitable people are prevented from working with children. Advice about DBS certificates is available from the school office.

Worried about a child?

Abuse (physical, sexual, emotional) or neglect can have a damaging effect on a child's health, educational attainment and emotional well-being. Some changes in a child's behaviour may not necessarily indicate that a child is suffering abuse or neglect. However, if whilst working with a child you become concerned about:

• Comments made by a child
• Marks or bruising on a child
• Changes in a child's behaviour

Please report these concerns to a Designated Safeguarding Lead.

Identity Badges

All visitors within Eccleston C of E Primary School must either wear their visitors badge received from Reception or their agency/school's identity badge. Any adults without a badge will be challenged.

Please adhere to the following:

Do treat everyone with respect
Do remember that someone else might misinterpret your actions, no matter how well intentioned
Do plan activities so that they may involve more than one person or at least are in sight or hearing of others
Do respect a child's right to personal privacy
Do act as an appropriate role model
Do provide access for children and adults to feel comfortable enough to point out attitudes and behaviours they do not like, and try to provide a caring atmosphere
Do not jump to conclusions without checking facts
Do not permit abusive activities e.g. bullying or ridiculing
Do not play physical contact games, make inappropriate comments or have inappropriate conversations with the children
Do not make suggestive remarks, gestures or tell sexist, racist or homophobic jokes
Do not believe it could not happen to you. It could.

Disclosure of abuse by a child

Whilst this can be an alarming situation, it is important that you know what to do in such an eventuality and for you to be able to stay calm and controlled.

• Listen to what is being said without displaying shock or disbelief. Accept what is being said.
• Do not interrogate the child or ask leading questions. Use TED: "Tell me about that…" "Explain that to me…" "Describe that…"
• Reassure the child that you will listen to them but do not promise to keep what they tell you a secret.
• Reassure the child that it is not their fault.
• Stress that they were right to tell.
• Make them aware that their disclosure will be reported only to those that need to know and can help.
• Record details of the disclosure immediately, including wherever possible the exact words or phrases used by the child. Sign and date the record.
• Report your concerns and give your written record to the DSL/Deputy DSL to enable the matter to be dealt with
in the most appropriate way.
• It is important to remember that children's details and names must remain confidential and any discussion that you feel you need to undertake does not allow the child to be identified to anyone else.