



St Albans CE Academy Safeguarding Guidance



Do you have a concern that a student is being physically, sexually or emotionally abused or neglected?

Has a child/young person made a disclosure to you?

Are you concerned that a student could be living in a private fostering arrangement?

if the issue is an urgent child protection concern, please ensure you report it immediately

IF YOU HAVE ANSWERED 'YES' TO ANY OF THE ABOVE QUESTIONS, CONTACT THE SAFEGUARDING TEAM. RECORD YOUR CONCERNS USING OUR SAFEGUARDING SOFTWARE SYSTEM.



Deputy Headteacher & DDSL
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Family Support Worker & DDSL
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Head of School & DSL
Joanne Robinson
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REMEMBER:

- Please don't ask the student leading questions,
- You must report concerns relating to FGM, CSE, CCE, FM, HBV and Prevent
- Do not ask children to remove items of clothing and do not ask them to write anything down or sign anything you have written
- Allegations against staff **MUST** be referred directly to the Headteacher (or to the Chair of Governors if about the Head)

what will happen next..?

The Safeguarding Team will gather all of the information, link with multiple agencies and the decision will be made whether a referral to Children's Services or an Early Help Assessment (or other action) needs to be made. Any information the Safeguarding Team are able to share with you will be shared. If you have any questions or a 'gut feeling', then please do not hesitate to seek advice and support from the Safeguarding Team.

