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**Safeguarding Expectations from Schools**

Here in our school we take the safeguarding of our pupils, staff and premises very seriously and continue to put in place procedures and safeguards in order to continue to keep everyone safe. It is important that parents, pupils, staff and visitors understand the expectations and also why we need to have them in place.

**Handover: Arrival and departures**

It is important that as part of your child’s admission into school you received our school’s arrival and departure policy. The policy is in place to ensure the safe and fluid arrival and exit of all of our pupils. Staff will always be present on arrival to answer any queries or questions you may have, on departure of pupils we ask that all parents wait until all children are dismissed before they approach staff with any queries or questions. This is to ensure the safe handover of all pupils and to prevent staff from being distracted in doing so. We also ask that parents maintain a safe distance from pupils at handover so that school staff have a clear viewpoint of children and parents at all times. So that all children remain safe entering and exiting our premises.

**School gates/parking**

At school our gates are open from…… This is to allow pedestrian access onto our site to prevent moving vehicles accessing the premises when children are entering or exiting. This does however mean the area outside of school can be extremely busy with traffic. We continue to urge you to walk to school wherever possible and if you need to bring a vehicle to school drop offs or collection that you park considerately. Please be aware of the local residents, the non-school traffic and most importantly to us the safety and well-being of our pupils, staff and parents. Please look in front and behind you when you park and open car doors and please cross any roads carefully. Traffic calming measures, school crossing patrols, zebra crossings and yellow lines are all in place to ensure the safety of everyone accessing our school and not as an inconvenience to be ignored. This includes not using your mobile phone whilst crossing the road!

**Access on the school site/attending events**

As parents when you attend our site or to access our school events we offer you a warm welcome on to our premises but we continue to ask that you respect our school rules and boundaries. They are in place for the protection of all pupils and adults and yourselves on site.

If you are entering to access the office please ensure that you go directly to the main reception and do not attempt to access the site by other doors. Please be courteous to our staff, if you are unhappy or distressed about anything we will ensure that you are seen to immediately but request that you do not swear or are rude or aggressive to our staff. If you are in the waiting area/reception and see your child or other children you know please don’t try and gain access to the building e.g. entering the school hall or following them to another area in school. We continue to ask our pupils to be mindful of anyone accessing our site and to challenge appropriately we cannot blur the lines between visitors or parents as to a child if they don’t know who you are they may believe you to be an unauthorised person. This is not to make you feel unwelcome, this is to make sure our children feel safe at all times and understand the boundaries of our procedures to keep them safe.

If you are attending an event or accessing a meeting please ensure that you sign in, this is so that we know you are on our site in the event of an emergency such as a fire. Please remain with a member of staff at all times and do not attempt to access other areas of the building. This allows us to remain accountable for your well-being at all times.

If you wish to use the toilet on your visit then please notify a member of staff to ensure you gain access to an adult toilet. Please also ensure that you do not attempt to support your child in accessing a toilet whilst you are on site unless your child requires it and then you should inform a member of staff. This is so that you do not access a toilet where another child may be. This is to keep both you and our children safe.

**Animals on site**

We respectfully request that you do not bring animals on to the school site. This includes tying them in any way to the outside gates. This is because some children are scared of animals and also because animals can be unpredictable in different circumstances. If you leave your animal outside they may become distressed at your departure in which case making them a greater risk to children and other adults.

\*\*\*Our school provides a safe place for animals where they may be secured away from our pupils during arrival and departures. Please only use this designated area to leave your animal and be mindful that our school can take no responsibility for your animal left unattended on these occasions as they remain their owner’s responsibility.

\*\*\*For those schools with allocated Dog safe areas

**School communication**

At school we choose a number of ways to communicate with you and this is because we want to share information with you as quickly and efficiently as possible. These include letters/texts/social media/coffee mornings and newsletters. If any of your details change please inform us straight away to ensure that we can continue to keep in contact with you. We welcome and value your views regarding anything that is happening at school and this is why we continue to keep an open line of communication. However if you feel there are additional ways we could share information with you please let us know. If you have any issues you can always contact our main reception and request either a meeting with your child’s class teacher or the Headteacher if it is something more serious, at any time.

There are times when our school procedures may have to change, this may because something has happened at school and we have recognised that there is a better, safer or a necessary change required. Often we cannot seek your views on this because the change needs to happen immediately in the best interests of the children. Where we can we will share this information with you and explain why this change has needed to happen. We will still listen to your thoughts or views but it does not mean that we will be in a position to change what we have put in place. Please understand that any decisions we make to change anything we do in school is always with the best interests of our school community at heart.

**Social networking**

Social networking continues to be a growing phenomenon that often overtakes the art of conversation and face to face meetings. While we understand that those pupils old enough to have particular social media apps may use them we urge parents to review what their children are accessing and the impact of their behaviours online towards others. In the same way we ask that parents consider their own behaviour online and the impact that it has on others and their own children. We request that as parents if you are unhappy with anything you come into school and speak to school staff directly rather than posting any issues online. This is because other people’s perceptions can add fuel and unnecessary anxiety to issues that could easily be resolved with face to face conversations involving those who know the full facts of what has happened. Also because once parents become involved in issues regarding their children with other parents, this escalates the problem and more often than not the children will have resolved any conflict already, leaving parents with ongoing difficulties with other parents which are unnecessary.

**How can you help us?**

At our school we continue to ask you to communicate with us. Please access all of our communications as regularly as possible and please contact us to share any information that we need to know.

We have outlined our expectations in safeguarding, is there anything you would like to see in addition to this? Please tell us your thoughts and give us feedback when we are making changes.

**How can we help you?**

As always we welcome your feedback. Is there anything we as a school need to do better to communicate with you or share information?