



**ST GEORGE'S
C of E SCHOOL**

St. George's C of E Primary School
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Friends of St George's- Safeguarding Policy and Protocols

FRIENDS OF ST GEORGE'S Safeguarding Policy Statement and Guide for Members

The health and safety of all children is of paramount importance:

Rationale: Parents send their children to school with the expectation that they will be provided with a secure environment in which their children can learn and flourish in safety. At St George's to do this, a wide range of measures and policies are put in place to ensure this can happen.

These are all available to view on the school website. Friends of St George's support and abide by these policies.

Information:

- This Policy statement sets out the principles for Safeguarding within the Friends of St George's
- It is relevant to all within the Association and is endorsed by the Committee of the Friends of St George's
- This Policy statement and guidance will be reviewed annually alongside the School Safeguarding/Child Protection Policy and approved by the SIES COMMITTEE

Responsibilities: Parent Teacher Associations (FRIENDS OF ST GEORGE'S's) have a duty of care to consider the safety of children and vulnerable adults. This MUST be taken into consideration when risk assessing a FRIENDS OF ST GEORGE'S event and the duration and siting of such events All FRIENDS OF ST GEORGE'S members should be aware of the person/s responsible for Safeguarding within the school.

- The Designated Safeguarding Lead (DSL) is Mr Steven Herbert - the school Headteacher. The Deputy Designated Safeguarding Leads (DDSL's) are Mrs Sue Craig- the school's Assistant Head/SENCO, Mrs Nick Thomson – the school's Inclusion Lead Mrs Kath Albery – the school's Senior Learning Mentor
- All SIES COMMITTEE Members are responsible for Safeguarding, with the Lead Safeguarding Member of the SIES COMMITTEE being Mrs Kath Albery.

Within the bounds of best practice the FRIENDS OF ST GEORGE'S of St George's school have a set of guidelines and procedures in place for FRIENDS OF ST GEORGE'S and other volunteers to follow at events and activities.

This has been developed with guidance from the school, this to ensure parity with the existing School Child Protection and Safeguarding Policy and procedures Procedures and Guidance for Events and

Activities:

- Friends of St George's will ensure that child safeguarding is the main priority at every event that is held
- Active Friends of St George's Committee Members to have an enhanced DBS check. An on line , volunteering Safeguarding pack will be available for all St George's Members on the school website.
- FoStG events will be planned and organised prior to such an event with members roles being allocated – all adults to be fully aware of their role with the supervision of pupils always paramount. Reserve adults to be available wherever possible should an emergency occur and the person initially allocated to the role be absent. This information all to be included within the Risk Assessment
 - On line sign-up sheets to be completed before events to ascertain the numbers in advance and parent/carer contact details. This will prevent long queues and delays at the start of events
- FRIENDS OF ST GEORGE'S event lead organiser to ensure ratio of adults to children is appropriate for the event
- All activities and events to have a new Risk Assessment completed before the event. These to ensure all mitigating factors are followed. Each RA to be in date and signed by the FRIENDS OF ST GEORGE'S Chair, and the DSL/ DDSL
- All completed/spent Risk Assessments to be stored as e copy in the Parents section on the school website
 - If the event is run by an external provider, the DSL must have had access to and be satisfied by their safeguarding policy and procedures
 - If any activities are run in conjunction with other schools or relevant stakeholders then the
- Comments that could be of use to further events should be noted and discussed and recorded at the next FRIENDS OF ST GEORGE'S meeting after the event.
- A named member/s of the school staff team to be on site throughout an activity or event.
- Contact email/ numbers of DSL/DDSL's and SIES COMMITTEE Safeguarding Lead to be available for the member of staff on site should they need to contact for guidance/support etc.
- First Aid arrangements will be included as a part of the Risk Assessment for any event.
- A named Qualified First Aider MUST be present at all events (Named on the RA)
- Should a child be injured or taken unwell or be upset during an event, the lead FRIENDS OF ST GEORGE'S Member should liaise with the member of staff on site and contact the parent/carer to advise to collect the child or inform as to whether further medical attention is urgently required
- All members of the FRIENDS OF ST GEORGE'S that visit school during the working day will adopt and follow school policies for signing in etc. at the school office, and any other safeguarding procedure
 - There MUST be DBS checked adults available at all events.
- Children must not be left unsupervised – adults placed in strategic places within the environment of the activity/event at all times
- Exits and entrances to be carefully monitored, to ensure all children cannot leave an event unattended. Parents need to be fully aware as to where they are to drop off and collect their children before and after an event. Other strategic areas to be manned e.g. Sports Hall entrance
- If there is any doubt as to whether numbers of children will be excessive to the appropriate safety ratios of an event, the event will be cancelled or postponed be it at a minutes notice. Parents will need to be aware of this when the event is first advertised

All FRIENDS OF ST GEORGE'S Members are made aware that any concerns regarding any events that they might witness or are concerned about should be raised with the FRIENDS OF ST GEORGE'S Chair and DSL immediately. It is crucial that FRIENDS OF ST GEORGE'S members recognise the importance of sharing information confidentially. The DSL will ensure that the matter is dealt with as per the school Safeguarding Policy.

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