



Safeguarding and Child Protection at Gleniffer High School

Child protection is the responsibility of **all adults** in Gleniffer High School

Guidance for all staff and visitors

Key members of staff

Lee Gray

Depute Head Teacher
Child Protection
Coordinator



Lisa Chalmers

Head Teacher



Other key members of staff

Depute Head Teacher PT Pastoral

Debbie Martin
Steven Gould
Elizabeth Pless

Gemma Denny
Hannah Collins
Lyndsay Cameron
Lynn Harris
Vicky Williams

When are there grounds for concern?

- a specific incident
- a disclosure made by a child or parent or carer
- information from a third party
- adult behaviour or circumstances that may place the child at risk of harm
- child behaviour or circumstances that may place the child at risk of harm

What Should You Do if You Have a Concern?

Step 1:

- Alert any key member of staff above of your concerns immediately
- Confirm your report in writing by completing an Appendix 3 Record of Concern as soon as possible that same day (available from all key members of staff or school office)
- Give your report to the head of establishment or manager immediately

Step 2:

- Follow the guidance of the head of establishment or manager in supporting the child and cooperating with subsequent actions by social work and/or police.

