

### How do we check visitors to school?

- All adults that regularly come into school who work with children alone have their identity and past checked to ensure that nothing is known that puts children at risk. (The DBS check). This includes parent helpers and governors.
- All staff such as those who run clubs, the sports coaches, even any workmen or engineers who are working on site in school time, have their identity checked and hold a current DBS.
- All other visitors to school sign in and out and wear badges for identification, in order that adults know that they have been allowed in by office staff.

### How do we deal with inappropriate behaviour?

- At Meriden we use a positive reward system which encourages and rewards good behaviour. We celebrate success in a Celebration Assembly each Friday to which parents are always invited.
- In Foundation Stage and Key Stage 1, children are awarded stickers for Rainbow Awards. In Key Stage 2, children work towards Smile Awards. Each class nominates a 'Star of the Week' and lunchtime supervisors also choose 'Lunchtime stars'.
- We have a clear set of sanctions for children who don't behave appropriately. Privileges may be withdrawn, they could receive 'Time outs' from the class and parents may be called into school to discuss the problem.
- In exceptional circumstances, a pupil could be excluded from attendance at lunchtimes or school.
- We expect everyone in school—pupils and staff, to be safe. If parents consistently display abusive behaviour, either physical or verbal, towards members of staff, we will exclude them from the school if absolutely necessary.

### How do we keep your child safe online?



- Solihull LA has an active firewall which stops children accessing anything inappropriate.
- Children are only allowed on a computer in a monitored situation.
- They are taught how to send emails safely and not to share their details with anyone else.
- Our e-safety policy is updated yearly and is agreed by all children and parents.

### How would we keep your child safe if there was a fire?



- School holds a fire drill at least once a term, usually twice. This shows the children how to leave the building safely, where to stand and how to react if the bell rings. We also block exits so the children have to find alternative safe routes with their teacher.

### How would we help keep your child safe near a road?

- Children are taught about road safety through assemblies and PSHEE.
- When we take children out on trips and visits, we reiterate road safety rules.
- Children take part in 'WalkSmart' which teaches them how to cross the road safely.
- Two members of staff are on the gate from 8.45am each morning and other staff are present on the playground from 8.50am
- We have purchased high visibility waistcoats for children to wear on trips and visits. We also complete risk assessments before going on any school trip.
- We have two Junior Road Safety Officers who help to develop road safety awareness for the whole school.



# Keeping Safe— Staying Happy

**Meriden**

**Church of England**

**Primary School**



**Information for  
Parents**

[www.meridenceprimaryschool.co.uk](http://www.meridenceprimaryschool.co.uk)

**Autumn 2016**

## What happens daily in school?

- We ask that you inform school on the first day of your child's absence. This is to make sure that we know where every child on the school roll is and that they are safe at home if they are not at school.
- Within the curriculum, the children receive advice on healthy eating and exercise (including Massage In School and Wake and Shake) in order that they make healthy choices for future emotional wellbeing.



- PSHEE lessons help children to learn friendship skills, learn how to be safe from bullying and what to do if they see it going on, build their self-esteem and motivation.
- Lunchtime supervision is very important as it is usually during children's 'free' time that problems arise. The lunchtime supervisor team includes the Senior Leadership Team and some of our teaching assistants too, and like all staff they are involved in training courses to develop their expertise, including Safeguarding and Child Protection.
- Our school councillors discuss issues such as safety at playtimes in their regular meetings. We have increased the number of supervisors on duty to ensure that children can be seen and helped quickly and easily. They also wear high visibility waistcoats so the children can spot them easily too!
- We are currently developing our Play Leaders and Peer Mediators in upper school who will help organise games so that everyone can join in with something on the playground.



## What happens if my child becomes ill at school?



School will contact you if your child is unwell. Please make sure that the details we hold for you are correct and let us know immediately of any changes. Help us by not sending your child into school if they are ill. They should be kept off school for 48 hours after a bout of sickness or diarrhea to avoid it spreading to others.

## What happens if my child is injured whilst at school?

- Children constantly scrape and bump themselves whilst playing. Any cuts will be cleaned and protected as necessary. Ice packs will be given for bumps.
- A red A4 accident slip will be completed for all accidents—the red slip will come home with your child and a copy will be kept in school.
- If the accident is serious, or involves a bump to the head, we will telephone you. If we can't get in touch with you, school will act in loco parentis and if necessary will take your child for medical treatment.
- We have seven qualified first aiders who will assess any injuries. They are: Mrs Holliday, Miss Bradnock, Miss Davis, Miss McMaw, Miss Parker, Mrs Ryan, Ms Davies. Training is updated every 3 years.



## Who can my child speak to if they are unhappy?

Your child can talk to anyone! Some children talk to their teacher whilst some feel happier speaking to the teaching assistant for their class. Miss Parker and Mrs Winkler are always around to listen to their concerns. Every class also has a 'worry box' where children can place a 'worry' - this can be anonymous—and these are then discussed in class. They also have the opportunity to take part in Circle Time to discuss concerns as a class.

Miss Parker is our Family Community Mentor. She gives advice and a listening ear to both children and parents.

## What would happen if we were concerned that a child was being harmed out of school?

We have three Designated Safeguarding Leads (DSL) in school who are trained to deal with any concerns that staff, parents or children may have; Sarah Parker, Stephen Beamond and Lucy Winkler. There may need to be a referral to MASH (Multi-Agency Safeguarding Hub) who will then make a decision as to who, if anyone, needs to get involved. **We will always act on our concerns.**

All policies relating to safeguarding such as anti-bullying, behaviour, child protection and on-line safety can be found online on our website at [www.meridenceprimaryschool.co.uk](http://www.meridenceprimaryschool.co.uk) or you can ask for a hard copy from the office.

### Useful links:

[www.thinkuknow.co.uk](http://www.thinkuknow.co.uk)

[www.bbc.co.uk/cbbc/help/web/staysafe](http://www.bbc.co.uk/cbbc/help/web/staysafe)

<http://www.direct.gov.uk/en/Parents/Yourchildshealthandsafety>