Child Protection and Safeguarding Policy

Policy owner	Emme Standeven
Current version	V1
Document Status	Approved
Date Last approved	N/A
Date of next review	September 2027
Review frequency	Annually
Policy type (cross-trust or school specific)	Trust Policy with Local Arrangement form
Approval route	Audit and Risk Committee
Statutory Y/N	Yes
Appendices	Yes
Distribution (Trust website, School website, SharePoint etc)	Trust and School website
Communication with staff (method and date)	All trust staff emailed
Training requirements for staff	Safeguard, Prevent and FGM training all staff and Governors Prevent lead training

Version control			
Version	**Date**	**Author**	**Changes**
V1	1 September 2026	Emme Standeven	Publish Safeguarding Local Arrangement

Local Safeguarding Arrangements

Appendix 3 Site Specific information

Important contacts

Role/organisation	Name	Contact details
Designated safeguarding lead (DSL)	Emmee Standeven	estandeven@chestnutparkschool.org.uk
Deputy DSL	Kirsten Mann	kmann@chestnutparkschool.org.uk
Local authority designated officer (LADO)	Allyson Donovan	LADO@n-somerset.gov.uk 01275 888211
Integrated care boards (previously known as clinical commissioning groups) for an area within the LA	NHS Bristol, North Somerset and South Gloucestershire Integrated Care Board	0117 900 2655 or 0800 073 0907; bnssg.customerservice@nhs.net.
The Chief Police Officer for the LA	Sarah Crew	Avon and Somerset Police 101 or 999
Designated Teacher for looked after and previously looked after children	Emmee Standeven	estandeven@chestnutparkschool.org.uk
Chair of governors	Yana Yevisiyevichsmith	yyevsiyevichsmith@chestnutpark school.org.uk
Filtering and monitoring lead	Emmee Standeven	estandeven@chestnutparkschool.org.uk
How can an individual make a safeguarding referral to the LA	North Somerset Front Door	Childrens.frontdoor@n-somerset.gov.uk 01275 888 808 For out-of-hours concern, call 01454 615 165
How to refer to the police		999
Channel helpline		020 7340 7264
NSPCC helpline		0808 800 500

DFE extremism helpline		020 7340 7264
Anti-terrorism report line		0800 789 321

Trust contacts	Name	Contact details
Strategic Safeguarding lead	Dean Anderson	hdyer@futuralearning.co.uk
Trust Lead Designated Safeguarding Lead (DSL)	Greg Lyle	glyle@sblacademy.org.uk
Safeguarding Trustee	John Purcell	jpurcell@futuralearning.co.uk

Designated Safeguarding Lead and contact details

Site specific	
DSL can be contacted during school hours by	01275 337440
Our DSL is	Emmee Standeven
Our Deputy DSL IS	Kirsten Mann
State what your cover arrangements are if both DSL and Deputy DSL are absence	The school will arrange for a suitably trained DSL from within Futura Learning Partnership to be available during school hours whenever both the DSL and Deputy DSL are absent. The Headteacher or senior leader in charge will tell all staff who is providing cover and how to contact them before the school day begins. Staff must report and record safeguarding concerns immediately using the school's usual procedures. If a child is at immediate risk, staff must contact the police on **999** and make a referral to North Somerset Children's Front Door on **01275 888 808** without waiting for the covering DSL. The covering DSL will ensure that actions and referrals are recorded and handed over to the school's DSL on their return.

Important links

Site specific	link	
School Online safety policy	*To school website*	
Behaviour and anti-bullying policy	*To school website*	
Complaints policy	Complaints procedure	
Whistleblowing policy	Whistleblowing policy	
Data protection handbook	Data protection handbook policy	

Safeguarding concerns and allegations policy	Safeguarding concerns and allegations policy	
Recruitment and selection Policy	Recruitment and selection policy	

Early Years

Site specific
At Chestnut Park Primary School, staff must not use personal mobile phones or cameras to photograph or record children. Personal phones must be kept away while staff are teaching, supervising or caring for children, including in the Preschool, Reception and toileting areas. Only school-authorised devices may be used to take photographs or videos for an agreed educational purpose. Staff must check the relevant parental permissions before recording a child. Images must be uploaded to approved school systems and must not be stored on personal devices or shared through personal accounts. Visitors, volunteers and contractors leave their mobile phones in the school office when they sign in and collect them when they sign out. Office staff remind visitors of this arrangement and check that phones have been left in the office before they enter areas used by children. Senior leaders monitor these arrangements through day-to-day supervision and checks of practice. Staff must challenge any unauthorised use of a phone or camera and report concerns immediately to the Designated Safeguarding Lead (DSL). The DSL will record and respond to concerns in line with the school's safeguarding and staff conduct procedures.