

**Welcome  
to  
Reepham High School  
& College**

**Guide to Safeguarding**

**Never  
Promise  
Confidentiality**

**Designated Safeguarding  
Leads**

**Mr Gibbs**  
(Headteacher)



**Mr Kennedy**  
( Lead DSL)



**Mr Edgar**  
(Asst Headteacher)



**Mrs Semenczuk**  
(Head of Year 7)



**Mr Atkins**  
(Lead SEN)



**Ms McGuinness**  
(College Director)



**Miss Fuller**



**Miss Hazelwood**  
(Safeguarding Officer)



**Miss Larcombe**



**Report safeguarding concerns  
immediately**

Members of the public can report issues of safeguarding 24 hours a day via a phone call directly to Norfolk County Council by calling 0344 800 8020

Concerns can be reported anonymously on the 'Report a Concern' button on the school website.

**Useful telephone numbers  
and contacts:**

School 01603 870328

Mr Kennedy (Lead DSL)  
01603 870325 ext. 1046

Mr Edgar 01603 870328 ext. 1027

Mrs Semenczuk 01603 870328

Mr Atkins (SEN) 01603 870328 ext. 1110

Police 101

NSPCC/Childline 0800 11 11

Norfolk County Council  
Children's Services 0344 800 8020

[www.norfolk.gov.uk/children-and-families](http://www.norfolk.gov.uk/children-and-families)

## Safeguarding

Here at Reepham High School & College, we take very seriously our statutory duty to safeguard and promote the welfare of children.

Safeguarding is the responsibility of all those that work with our pupils. This includes anyone employed at Reepham High School & College, visitors, volunteers and anyone working with our pupils. We require that our Safeguarding and Child Protection policies and procedures are followed.

If you have any concerns about a child or young person, you must share this information immediately with one of the Designated Safeguarding Leads. Their details are on the back of this leaflet. They are also named in the school's safeguarding policies.

All adults that work regularly with our pupils must undertake a Disclosure and Barring Service check before they commence work with pupils.

### Anything

that gives you concern for the safety of any child must be reported immediately to one of the Designated Safeguarding Leads

## Signs and Symptoms

- Neglect - does the child seem overweight, underweight, regularly unkempt or unfed?
- Sexual Abuse - does the child talk or act in an age inappropriate way?
- Physical Abuse - does the child talk about violence at home or have bruises or injuries?
- Emotional Abuse - does the child describe treatment that could cause emotional harm?
- Radicalisation - does the child show factors of vulnerability to extremist ideologies associated with supporting terrorism or terrorist groups?
- Extremism - does the child display opposition to the British Values (e.g. democracy, rule of law, individual liberty, mutual respect and tolerance of different faiths and beliefs)?
- Work produced - has the child said, written or drawn something in their work that gives you a cause for concern?

## Health and Safety

Reepham High School & College is a safe place for our visitors, pupils and staff. Everyone has a responsibility to keep the school a safe place for all. Your actions should maintain a safe environment and should not endanger others in the school, including the pupils.

Please ensure that you follow Health and Safety policies, instructions on the school site and only operate the complex machinery that you have been trained to use.

### **Allegations against a member of staff**

These allegations should be reported directly to the headteacher. Allegations against the Headteacher should be reported to the Chair of Governors or the Local Authority Designated Officer