



*Doing our best to achieve our best*

## **Safeguarding Children at Clarendon School and Family Centre**

Clarendon School and Family Centre is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.

This means that we have a Child Protection policy and procedures in place which we refer to in our prospectus and can be accessed either by the school office or school website. All staff (including supply staff, volunteers and governors) must ensure that they are aware of these procedures. Parents and carers are also welcome to read this policy.

Sometimes we may need to share information and work in partnership with other agencies when there are concerns about a child's welfare. We will ensure that our concerns about the children are discussed with his/her parents/carers first unless we have reason to believe that such a move would be contrary to the child's welfare.

Our Designated Safeguarding Leads (DSL's) (*formerly called CPLO- Child Protection Liaison Officers*) and Deputy Designated Safeguarding Leads (DDSL's) are:

William Neale-Headteacher (DSL)  
Louise Stondzik-Deputy Headteacher (DDSL)  
Sue Burgess- Family Centre Manager (DSL)

If you are concerned about a child's welfare, please record your concern, and any observations or conversation heard, and report to one of the DSL's or DDSL as soon as possible the same day. Do NOT conduct your own investigation.

If your concerns relate to the actions or behaviour of a member of staff, (which could suggest that they are unsuitable to work with children) then you should report this to the headteacher or chair of governors, if the concern relates to the headteacher. They will then liaise with the Local Authority representative, as appropriate, and consider what action to take.

*Name of Headteacher: William Neale*  
*Name of Chair of Governor Responsible for Safeguarding:*  
*Karen Handley (Chair of Governors) contact email:*  
[ChairofGov@clarendon.surrey.sch.uk](mailto:ChairofGov@clarendon.surrey.sch.uk)