



**Welcome to Ashton CE Primary School.
Please take a few moments to familiarise yourself with our
Safeguarding and Health & Safety policies.**

Safeguarding

Ashton CE Primary School is committed to Safeguarding and promoting the welfare of all its pupils. This is the responsibility of all school staff, governors and volunteers.

It is our collective role to listen to and observe children and be mindful of any evidence of abuse. Should you have concerns, please report them to one of the Designated Safeguarding Leads (DSL). We have pink forms that you can complete and these should be used to record **facts** about the concern.

Please remember: Listen to the child, do not ask leading questions.

Stay calm and reassuring.

Do not make promises you can't keep or say that you will keep anything a secret.

Let the child know that you will tell their a teacher who will be able to help them.

Reassure the child that they have done the right thing by telling someone.

Please keep you mobile phones on silent. Whilst we understand the need to have a phone accessible, they should not be used or in sight when working near the children.

Jude Busari, Headteacher is our Designated Safeguarding Lead and Gareth Goddard, Junior Teacher and Rachel Forrester are Deputy Safeguarding Leads.



Jude Busari



Gareth Goddard



Rachel Forrester

Health & Safety

All visitors to the school should sign the visitor's book and wear a lanyard displaying their badge.

FIRE in the event of a fire there will be a continuous fire bell and you should leave the building by the nearest exit, assembling in the playground by the gate.

Please raise the alarm if you come across a fire. You will be informed if there is to be a fire drill during your visit.

ACCIDENTS please inform a member of staff if you have an accident. We have staff trained in first aid and they will be able to assist you.

When leaving the school site, even briefly, please let the office know who will open the gate for you. Please always ensure the **gate is closed** behind you at all times, even for a quick visit to your car, etc. Our children's safety is our priority.

If you have any questions or concerns about the information you have read then please let a member of staff know.

Thank you.