



Checklist

- Have you completed the sign in procedures?
- Have you shown your ID?
- Are you wearing your visitors badge?
- Have you read the information in this leaflet?
- Have you handed in your mobile phone at reception?
- Is the school aware of the purpose of your visit?
- Do you share our commitment to safeguarding the welfare of all our pupils?



St. Christopher's EYFS

HELM Point, Four Corners
Gibraltar, BFPO 52



Contact Us

+350 2005 3640

Designated Safeguarding Lead
Miss Vicky Stephens - EYFS Leader

Deputy Designated
Safeguarding Lead

Mrs Sharon Harman - FS2
Teacher



Welcome to St. Christopher's EYFS

Defence Children Services

Safeguarding Information for Visitors

St Christopher's EYFS is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

**IF YOU SEE SOMETHING, SAY
SOMETHING.**

Safeguarding is everyone's responsibility.

To ensure the safety of all our children, we ask that you read and follow the rules outlined below:

- Our staff, SGC members and regular volunteers all hold valid UK/Local DBS Checks. Visitors without the appropriate checks will not be allowed unsupervised access to the premises.
- Please ensure you are never alone with a child in an enclosed space.
- Photographs and video footage must not be taken without prior agreement and parental consent.
- Please do not take confidential information off site without prior agreement from parents or the EYFS Leader.
- Please avoid physical contact with the children e.g. hugging or sitting children on your knee.
- Please be a good role model to our pupils by being respectful, fair and considerate of others.
- Report to staff any unacceptable behaviour.
- All visitors must sign in and out and reception.
- Further information can be found in our Safeguarding Policy which is available on our website.

What to do if a child makes a disclosure..

- Stay calm and reassuring.
- Explain that you cannot promise to keep what the child tells you a secret—you may have to contact a social worker or the police.
- Don't make any other promises to the child—the situation may cause you to react emotionally
- Don't make any other promises to the child—the situation may cause you to react emotionally.
- Listen and reassure.
- Do not press for details or ask leading questions—this is likely to need further and possibly extensive investigation. It is better for the child if s/he does not have to repeat the details unnecessarily. This could also compromise a potential criminal investigation.



- Tell the child that s/he was right to tell—that s/he is not to blame for the incident.
- Let the child know that you understand how difficult it is to talk about such experiences. Thank the child.
- As soon as possible afterwards, record your conversation with the child. Remember the child's exact words. Record your own statements to the child.
- Refer to the school's Designated Safeguarding Lead as soon as possible.

If you feel that a child may be at risk of harm but are not sure, then inform one of the safeguarding team immediately.

