

Disclosure by a child

If a child discloses information about harm, you must:

1. Listen
2. Tell the pupil you must tell someone else, do not promise confidentiality.
3. Make accurate notes of what has been said and pass this immediately to the Designated Safeguarding Lead.

It is not your responsibility to investigate, but to report to the DSL - Rob Oakes.

General Information

Fire and emergency

In the event of a fire alarm, please leave the building by the nearest exit and assemble on the Grange Cricket Ground (Senior School).

First aid

Please ask at Reception if you require assistance.

Accidents and incidents

Please report these to Reception.

Access to the internet

All users of the school Wi-Fi must comply with our Acceptable Use Policy.

Visitors' toilets

Located next to the school reception.

The Grange Senior School, Bradburns Lane,
Hartford, Cheshire CW8 1LU

Tel. 01606 539039

Email. office@grange.org.uk

www.grange.org.uk

Visitor and Safeguarding information

Welcome to The Grange School, Hartford



THE GRANGE SCHOOL

Please take a few moments to read this leaflet. We are committed to safeguarding at The Grange School, endeavouring to protect the welfare of our young people. To do this, we require the support of all staff and visitors to our school.

Visitor procedure

Please sign in and collect your visitor badge from Reception and wear this at all times.

Please stay with your host at all times, unless we have confirmation of your DBS clearance.

On departure, please sign out and leave your visitor badge at reception.

Keeping everyone safe

We hope that you have an enjoyable visit to The Grange School. Our main priority is to ensure that everyone who visits is aware of their responsibilities towards making sure all young people are safe.

As a visitor please remember the following:

If you are working in a 1:1 situation with a student, we must have confirmation that all the necessary safeguarding checks have been carried out including the Enhanced DBS disclosure.

You must not have any physical contact with any student.

You must never exchange personal contact details with a student or arrange to meet them outside of the school environment.

The use of cameras and taking photographs is not permitted unless prior permission has been obtained.

Safeguarding children

As a visitor to our school, either as a contractor, volunteer, supply teacher or someone that has come to work with our children in any capacity, it is important that you are aware of our safeguarding procedures.

If there is any reason to suspect that a student has suffered bullying or discrimination, or is likely to suffer significant harm, you must inform the Designated Safeguarding Lead (DSL) immediately.

Our staff will then follow the procedures according to the school Safeguarding Policy.

What is abuse?

Any form of neglect, physical, emotional or sexual mistreatment or lack of care that leads to harm or injury. It can happen to any child regardless of their age, gender, race or ability.

People working in schools are uniquely placed to notice signs and symptoms of abuse and to support children who are subject to abuse or living in abusive situations.

What is discrimination?

When people receive less favourable treatment on grounds which cannot be justified. This covers race, ethnic or national origin, language, religion or belief, gender, gender reassignment, sexual orientation, disability, social class, responsibility for other dependent or where the person lives.

What is bullying?

“Bullying may be defined as: Behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group, either physically or emotionally”

Bullying is the intentional hurting, harming or humiliating of another person by physical (including sexual), verbal (including email, chat room and SMS messages), and emotional means (by excluding, tormenting or spreading malicious rumours). It can involve manipulating a third party to tease or torment someone. It can involve complicity that falls short of direct participation. Bullying is often hidden and subtle. It can also be overt and intimidating in nature.