Berkswich CE Primary School			
Reference Number S25e	**Shared with Staff** October 2026	**Shared with Governing Board** October 2026	**Review Date** September 2026
Policy Title	**Safeguarding Policy – Children's version** (will be shared with children without the header)		

Safeguarding all children at Berkswich CE Primary School

This policy has been updated by children from Year Three to Year Six. Together, they felt, "We know who to talk to if we don't feel safe or worried." However, they advised that the information and useful phone numbers around school should be updated to get everyone to look at them again. They also felt that posters should be in places where a child can copy the number down quietly. These actions have been carried out and the group spoke to the whole school to let them know about the posters; they also revisited key parts of this policy with their peers. Thank you to the team for their help in keeping everyone safe.

Feeling safe and happy at school



At Berkswich CE Primary, we want to make sure that you feel looked after, safe and happy when you are in and out of school. We value every child as a gift of God. Our school vision is for **all to be able to live life to the full** and so each of you really matter to us.

Sometimes we don't know if something bad is happening, so you need to tell us.

This policy looks at keeping children safe, and what you can do when you think you are being abused (hurt or treated badly) when you think someone else is being abused.

We can help you by:

- **Teaching you what safeguarding is.**
- **Teaching you what to do if you feel worried or scared.**
- **Making sure you know who you can speak to if you are worried.**

If you don't understand something or have any questions about what you read, please ask your teacher for help.

What does safeguarding mean?

Safeguarding means everything we do to keep you safe and looked after.



Safeguarding means that staff will:

- Protect you from harm in school, at home and online.
- Make sure that nothing stops you being healthy and growing up well.
- Make sure that you are looked after and help you as soon as a problem starts.
- Make sure that you have the best chances in life and can grow up happy and live life to the full.



We will make sure that school is a friendly, welcoming place where you want to be.

We want to make sure that you know who to ask for help, and will plan lessons to help you know how to look after yourself online and in the world.

Staying safe

If you are worried, sad, angry or upset about something, you can talk to an adult in school. This could be your teacher or any other staff member. We will give you a safe place to learn and we want you to be safe at home as well as in school. If you need to talk, we will listen.

We respect you and want to keep you safe, so we will do our best to help you to make progress in your learning and to be happy. We will also teach you how to spot dangers and how to stay safe.

We think it is important for you to know where to get help if you are worried or unhappy about something, and we will do our best to spot if there is a problem.

We will listen to you if you want to talk to us or need our help and we will always take you seriously. Other adults will help too if needed.

We will always make time to listen and talk if you need us, please remember:



- You are important to us.
- It's **never** your fault if someone is hurting or abusing you.
- There is always someone that can help you and you will not be in trouble.
- If someone is hurting you, they may also be hurting someone else, so please tell someone. We will help to make it stop and keep you safe.
- Every child has the right to a happy and safe childhood, so never be scared to tell someone if there is anything worrying you.



Who to talk to



It's important that you tell someone you trust if someone is:

- Bullying you.
- Saying things to you that make you feel upset or uncomfortable.
- Touching you in a way that you do not like.
- Hitting or hurting you.
- Taking your things.
- Sending unkind messages on paper, the internet or to your phone.

It is important you **tell someone** as soon as you think that you are being abused, or you think that someone else is being abused.

Speaking to someone like your parent, carer or teacher will mean that we can make sure the **abuse stops** and doesn't happen again.

DSL stands for **Designated Safeguarding Lead**. In every school there is always somebody whose job it is to keep you safe and all staff have to tell that person if they are worried about you.

All staff have training and are taught how to keep children safe as it is the most important part of their job.

The list below shows the people at our school that you can speak to who are DSLs or Deputy DSLs:



- **Ms Jackson** – Designated Safeguarding Lead
- **Mrs Joint** – Deputy Designated Safeguarding Lead (DDSL)
- **Mrs Andrews, Mrs Ennis, Mrs Johnston and Mr Robinson** are also DDSLs and have extra responsibilities to help to safeguard children. **Mrs Challenger** also supports us in school.

If you want more help, you can call or visit:

- **Childline** on 0800 11 11 or visit www.childline.org.uk
- **NSPCC** on 0800 800 5000 or visit www.nspcc.org.uk
- **Kidscape** on 020 7730 3300 or visit www.kidscape.org.uk
- **Youth Access** on 020 8772 9900 or visit www.youthaccess.org.uk



Bullying





Bullying is a type of abuse that takes place when someone tries to hurt another person on purpose. People can be bullied in many different ways:

Emotional bullying includes hurting someone's feelings, by leaving them out or bossing them about. Someone might also make threats or make you feel you have to do things for them.

Physical bullying can include hitting, kicking, shaking, biting, hair pulling or purposely hurting someone.

Verbal bullying is calling someone names or saying unkind things about how they look or what they are like. People can also use verbal bullying to be **racist, sexist** or **homophobic**.



Racist bullying is bullying someone because of their race, skin colour, the country they are from or the religion they believe in.

Homophobic bullying means bullying someone because of their sexuality; calling someone gay or lesbian to hurt their feelings would be homophobic.

Sexist bullying is bullying someone because of their gender; bullying someone because they are a boy or a girl would be sexist.

Cyberbullying includes any kind of bullying which takes place online; cyberbullies send insulting messages over the internet and sometimes share secret information online to hurt someone's feelings.

Bullying is not always done by one person and can often involve a group of people 'ganging up' on someone – if you ever see someone being bullied, **never** join in and **always** tell a teacher.

The bully could be another child your age, an older or younger child or an adult. It's important that you tell someone if you think you are being bullied.



Online safety



Online safety is an important part of keeping children safe at our school. We have lots of ways to keep you safe online in school and we check that they are working.



Computers and mobile phones help us all to share things and talk to friends or family, but they can also make it easier for bullies and other people to hurt you or to get close to you. It is important to know how to keep yourself safe on your computer, your phone and on websites.

The school will help if you are sent unkind messages or if someone on the internet has asked you to do anything that has made you feel uncomfortable.

If you are unhappy with any comments or photographs you've seen on your device or mobile, you can tell a staff member in school.



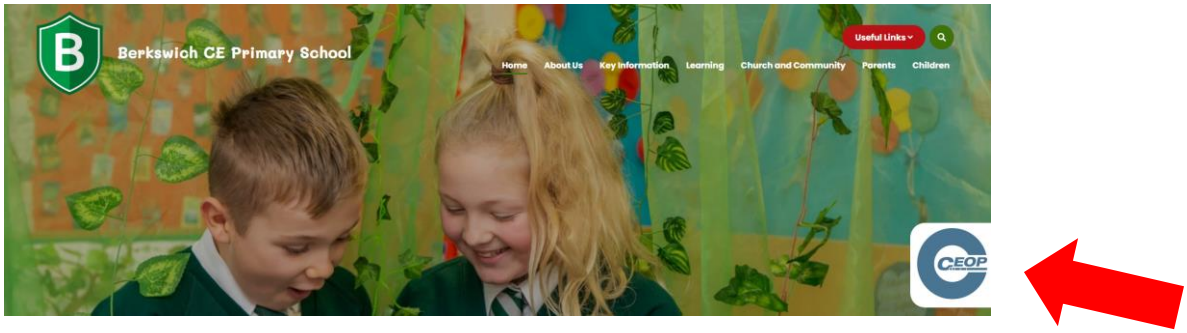
You will also learn more and more about staying safe and responsible online in every year group (this learning is called Digital Literacy); PSHE lessons will also help you to learn ways to look after yourself.

Online, you might see information that is not true or that tries to trick you. This could include:

- **false information** that someone has shared by mistake
- inf**ormation that has been made up** on purpose to trick people, like fake pictures or videos made by AI
- stories that **try to make you believe things that aren't real**

If you see something online that doesn't seem right or makes you confused, always talk to a trusted adult.

If you find anything online that upsets you, speak to a trusted adult at home or at school. There is a button that you can click on our website. It's the blue, CEOP button the arrow is pointing to. There are posters up around school to help you to know who else you can speak to.





Relationships

Any relationship you have should be positive and make you feel safe, happy and comfortable. A negative relationship might make someone feel scared, confused, worried and even unsafe.

It is really important that you know the difference between a positive relationship and a negative relationship.

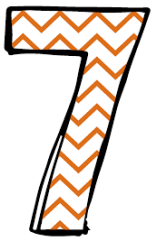
Positive relationships

- You are **comfortable** around that person.
- You can be **honest** with that person.
- You can say how you **feel** and what you are **thinking**, and you **listen** to each other.
- You **support** each other and treat each other **well**.
- You feel **safe**.
- You **trust** that person.
- You do **helpful things for each other**.
- You are **never pressured** to do anything that makes you feel uncomfortable.
- You feel **looked after**.

Negative relationships

- The person might **push** you, **hit** you or **break** your things.
- The person might **tell you what to do**, what to wear or who you can see.
- You might feel **scared** – they might say they will hurt you if you don't do something.

- The person might **make threats** or do harmful things if you do something they did not want you to do.
- The person **calls you names**, makes you feel bad in front of other people and makes you **feel bad about yourself**.
- The person gets **angry easily** and you don't know what will make them angry – it might make you feel **nervous**.
- The person might **pressure** you to do things **you don't want to do** or are not ready for.
- The person **might not take no for an answer** when you say you don't want to do something.



School buildings and the playground

All school staff will do their best to make sure the building is safe for you to learn in and spend time in.

We will make sure that you know who everyone is in school by asking visitors to sign in when they arrive at school. You will always know who a visitor to the school is because they will have a **red** visitor lanyard and a sticker with their photograph on.

Volunteers, who come in to help you with your learning, wear a **dark green** lanyard around their necks. School staff wear **blue** staff lanyards.

People that we do not know will never be allowed to spend time with you on your own and they will not be allowed to walk around the school without a member of staff. If you see someone you don't know acting strangely or trying to get into school, tell a teacher straight away.



Together, let's make Berkswich CE
a happy place to be where all can be helped to
live life to the full.

