



CHATHAM & CLARENDON GRAMMAR SCHOOL

CCGS Child Friendly Child Protection Policy

This Policy is for Chatham & Clarendon Grammar School

What is a Child Protection Policy?

Everyone at our school has a responsibility to make sure that children who go to CCGS are safe and happy. This means that everyone works together to make sure that children are listened to and what's best for children always comes first.

At school we will:

- Make sure that CCGS is a safe environment
- Make sure that all staff have the right training and know what to do to keep children safe
- Support and help children to feel safe
- Work with parents and other people to make sure children stay safe

People in Charge of Safeguarding and Child Protection:

The person in charge is called the Designated Safeguarding Lead (DSL for short). We also have Deputy Designated Safeguarding Leads and Governors in charge of safeguarding and Child Protection.

At CCGS, these people are:

- **Designated Safeguarding Lead - Mr Richford (Assistant Headteacher)**
- **Deputy Safeguarding Leads – Mrs Liddicoat (Headteacher), Ms Harris (Senior tutor KS3), Mrs Clements (Senior Tutor KS4), Mr Lowis (Head of 6th form), Miss Jebbett (Assistant Head of 6th form) and Mr Wakefield (Assistant Head of 6th form)**
- **Governor and Trustee in charge of Safeguarding – Mr Harris**

These people make sure that staff are trained, have someone to talk to about safeguarding and also make decisions to keep children safe.

At CCGS, children have the right to:

- Feel safe and listened to
- Be able to tell someone if they aren't feeling safe or happy
- Get help from someone they trust
- Learn how to keep themselves safe, including online

Ways that children can be unsafe or hurt

- Physically – this is when you are being hurt on your body
- Intimately – this is when someone is hurting or touching your private and personal parts when they shouldn't
- Emotionally – this is when someone is saying or doing things on purpose to hurt your feelings and make you feel upset, sad or bad
- Lack of Care – this means when someone is not looking after or protecting you properly

Don't Keep it a Secret if:

- You are being bullied (including online)
- If someone says or does something that makes you feel bad about yourself or hurts your feelings which makes you feel scared, sad, upset or frightened (including online)
- If someone shouts, threatens, hits or hurts you
- If someone shouts, threatens, hits or hurts someone you love whilst you are around which makes you scared, unhappy or worried.
- If someone doesn't take proper care of you so you feel abandoned, lonely or neglected. You might not be able to eat or wash regularly, or you might not be able to come to school every day or on time
- If someone touches you in places you know are wrong
- If someone makes you look at things which make you feel ashamed, embarrassed, uncomfortable or guilty. They may ask you to keep it a secret or give you presents

Who can I talk to and what will happen?

You can talk to any adult whether they are a DSL or not in school. Everyone is trained to talk to children about things that are worrying them.

- We will want to speak to you in a quiet private place
- We will ask you questions so you can tell, explain and describe to us
- We may write things down so we get everything accurately
- We may have to speak to a DSL – we can't promise to keep something private
- We may have to talk to your parents
- We will let you know what we are doing about what you have told us

What else can I do?

- Talk to any adult in the school that you feel comfortable with
- Use the 'intranet student referral' button on the school intranet
- Speak to an adult out of school so they can contact us
- If something has happened online, it can be really helpful to take screenshots if you can
- If you see someone not wearing a lanyard, please escort them to the reception or inform a member of staff immediately. Some students have used the phrase, white they are alright, purple with people - if they are wearing a white visitor pass they are alright, a purple visitor pass means they should be with people (a member of staff!)

