



Keeping Children Safe

Our Safeguarding Team:



Ms Jansen – Deputy
Headteacher SENCO
(Designated Safeguarding
Lead -DSL)



Mrs Nash (Deputy DSL)



Mr Charlesworth –
Headteacher
(Alternative DSL)



Mrs Banks – Internet Safety

Click here to link to: [Keeping Children Safe in Education Policy](#)

Click here to link to: [Children and Families Hub](#)

Parents and carers have the main responsibility for safeguarding and promoting their child's welfare.

We recognise the importance of working in partnership with parents and carers to ensure the welfare and safety of pupils.

The school has a statutory role in safeguarding and promoting the welfare of pupils, including the responsibility to refer concerns where necessary.

If you wish to discuss any concerns, please contact a member of the safeguarding team or the class teacher.

If your concerns are out of hours, please either refer directly to the [Children and Families Hub](#), email childrenandfamilieshub@gov.je, or call +44 (0) 1534 519000. Lines are open between 8.30am and 5pm, Monday to Thursday and between 8.30am and 4.30pm on Friday (excluding bank holidays)

If a child is at immediate risk, call the Police on 999



St. Lawrence Primary School

Safeguarding Policy

This policy applies to all adults, including volunteers, working in or on behalf of the school. We recognise our moral and statutory responsibility to safeguard and promote the welfare of all pupils in line with Keeping Children Safe in Education (KCSIE) 2025.

Everyone working in or for our school shares an objective to help keep children and young people safe by contributing to:

- Providing a safe environment for children and young people to learn and develop.
- Identifying children who are suffering or likely to suffer significant harm and taking appropriate action.

St. Lawrence School is committed to safeguarding and promoting the welfare of all pupils. Each pupil's welfare is of paramount importance.

Policy Principles

- The welfare of the child is paramount.
- All children, regardless of age, gender, ability, culture, race, language, religion or sexual identity, have equal rights to protection.
- All staff share equal responsibility to act on any suspicion or disclosure suggesting a child is at risk of harm.
- Pupils and staff involved in child protection issues will receive appropriate support.

Policy Aims

- Provide staff with the necessary information to enable them to meet their child protection responsibilities.
- Ensure consistent good practice.
- Demonstrate the school's commitment to child protection to pupils, parents and partners.
- Contribute to the school's safeguarding portfolio.

Named Personnel with Designated Responsibility for Safeguarding

Designated Safeguarding Lead (DSL): Ms Astrid Jansen

Deputy DSL: Mrs Lucia Nash

Digital Safeguarding Lead: Mrs Kim Banks

Safer Recruitment and Selection

The school follows safer recruitment practices in line with KCSIE 2025. All recruitment panels include at least one member trained in safer recruitment. Enhanced DBS checks, identity verification, references, and right-to-work checks are mandatory for all staff engaged in regulated activity.

Online Safety, Filtering and Monitoring

The school recognises its duty to ensure robust filtering and monitoring systems are in place to protect pupils online. Children are taught about online safety through PSHE, Computing and across the curriculum. The school addresses risks including cyberbullying, sharing of indecent images, online grooming, extremism and radicalisation.

Low-Level Concerns

All staff are expected to report low-level concerns about colleagues or adults working with children. These concerns will be dealt with in line with the school's low-level concerns policy, ensuring transparency, accountability, and fostering a safe culture.

Children Missing Education

Attendance, absence and exclusions are closely monitored. A child going missing from education is a potential indicator of abuse or neglect. The school follows statutory guidance for reporting children missing education and works closely with the Education Welfare Officer.

Managing Allegations

The school follows KCSIE 2025 procedures for managing allegations against staff. Any adult who has harmed or may pose a risk to a child will be referred to the Local Authority Designated Officer (LADO) and the Disclosure and Barring Service (DBS).

Whistleblowing

Staff must feel able to raise concerns about poor or unsafe practice and such concerns will be addressed sensitively. The school has a clear whistleblowing procedure in place in line with KCSIE 2025.

Training and Induction

All staff receive safeguarding and child protection training at induction and regular updates throughout the year. The DSL and deputies undertake advanced training every two years. Governors receive appropriate safeguarding training.

Related CYPES / Jersey Policies

For further details and procedures you can refer to the following CYPES policies, all of which support and complement our Safeguarding Policy:

- [CYPES Incident Reporting & Investigation Policy](#)
- [CYPES Online Safety Policy](#)
- [CYPES Positive Behaviour & Exclusions Policy](#) (see "Positive Behaviour and Exclusions Policy" listed under CYPES policies)
- [CYPES Part-Time Timetables Policy](#) (see "Part-time timetables Policy" listed)
- [CYPES Intimate Care Policy](#) (see "Intimate Care Policy" listed)
- [CYPES Education of Children Looked After Policy](#)
- [CYPES Special Educational Needs Policy](#)
- [Swimming Risk Management Policy \(CYPES\)](#)
- [Educational Visits Policy \(CYPES\)](#)
- [Positive Behaviour & Exclusions Policy \(CYPES\)](#)
- [Part-Time Timetables for Pupils of Compulsory School Age \(CYPES, Jul 2025\) gov.je](#)

Policy Review

This policy will be reviewed annually, or sooner if statutory guidance changes. It will be made available on the school website and to parents on request.

CHANGE HISTORY

Version	Date Issued	Issued by	Reason for Change	Presented To (initials to agree policy has been read and understood)	Approved by:	Date
0.1	5.10.17	Astrid Jansen	Draft			
0.2	26.2.19	Amory Charlesworth	Update to bullying and whistleblowing	Teaching staff – see policy file	Astrid Jansen	28.2.19
0.3	September 2021	Astrid Jansen	Update with hyperlinks to CYPES CP Policy, Keeping children safe policy, Guidance for safer working practice for	All staff	Amory Charlesworth	September 21

			adults who work with children and young people, GoJ whistleblowing policy and update with My Concern and Children and Families Hub			
0.4	Nov 21	Amory Charlesworth	Update with link to HM government guidance 'what to do if you are worried a child is being abused p 7 and CYPES CME information on p12	All staff	Amory Charlesworth	Nov 21
0.5	06.10.22	Astrid Jansen	Change to DDSL	All staff	Amory Charlesworth	6.10.22
0.6	21.04.23	Astrid Jansen	Change to DDSL	All staff	Amory Charlesworth	21.04.23
0.7	28.09.23	Astrid Jansen	Add Managing allegation document to whistleblowing section	All staff	Amory Charlesworth	28.9.23
0.8	16.09.25	Amory Charlesworth and Astrid Jansen	Aligned to KCSIE 2025	All staff	Amory Charlesworth	17.09.25