

# Safeguarding

If you witness or suspect harm, or have a concern, you must: **ACT IMMEDIATELY** and speak to one of the following Designated Safeguarding Leads below:



**Emma**

Designated  
Safeguarding Lead



**Aaron**

Designated  
Safeguarding Lead



**Sarah**

Deputy Designated  
Safeguarding Lead



**Becky**

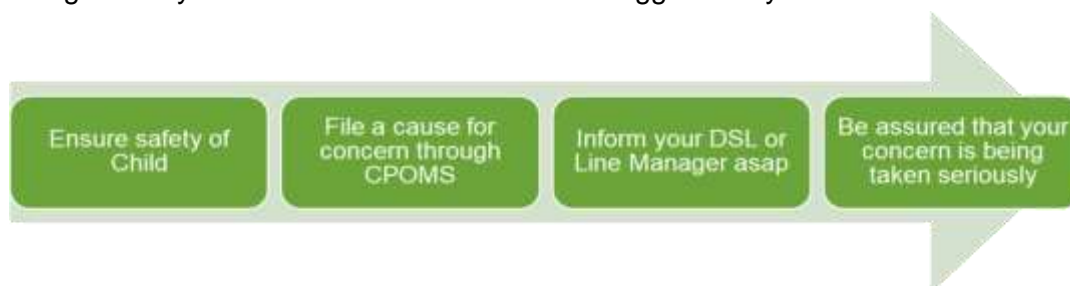
Deputy Designated  
Safeguarding Lead

Alternatively, contact your line manager. Next:

- Report your concern onto **CPOMS**. If there are any issues, speak to a member of the **Safeguarding Team**.
- If you are unsure whether to report something on **CPOMS**, speak to a member of the **Safeguarding Team**.
- Do not confront or report anything to the person you suspect; this could prejudice enquiries.
- If you are unable to access **CPOMS**, use a **Cause for Concern Form** and hand to a member of the **Safeguarding Team** within 1 hour of concern being raised.

## What to do if you witness a member of staff:

- Behaving in a way that has harmed or may harm a child
- Possibly committing a criminal offence against or relating to a child
- Behaving in a way towards a child in a manner that suggests they are unsuitable to work with children



- If the person you suspect is on the above list or close to someone on the list, go straight to the next person named. If your concerns relate to the above team or safeguarding in general within the school, please contact:

**Adele Audin – Director of Education:** 020 8315 4800 / [aaudin@livability.org.uk](mailto:aaudin@livability.org.uk)  
**Ruth Drewett — Safeguarding Governor:** Contact via Wendy Rammell – [wrammel@livability.org.uk](mailto:wrammel@livability.org.uk)  
**BCP Children's First Response Hub:** 01202 123334  
**BCP Local Authority Designated Officer (LADO):** 01202 817600  
**NSPCC:** 0808 800 5000  
**BCP Safeguarding Adults Board:** 01202 123654

**Remember, the child is always your priority when referring an allegation.  
Stop poor practice before it becomes abusive.**