



**Procedure for staff to follow in a child protection
(safeguarding) issue arises.**

Crowton Christ Church C.E. Primary School is committed to safeguarding and promoting the welfare of all children.

Please discuss your concerns immediately and report to the
Designated Safeguarding Lead: Miss Lauren Hill

OR in her absence:

Deputy Designated Safeguarding Leads: Miss K Russon / Miss M Porter

OR if appropriate:

Governor for Safeguarding: Mrs R Astbury

Staff with access to CPOMS (Child Protection Online Management System) must record the incident directly themselves and include DSL/SLT alert.

Staff without access to CPOMS will be asked to work with a member of staff with access, while the details are recorded on CPOMS. If this is not possible, the staff member should write, sign and date a written statement and hand to DSL/SLT.

If the matter needs urgent action (significant / immediate harm) a Senior Leader will contact the Integrated Access Referral Team or they will seek advice from the SCiE Team (Safeguarding Children in Education).

Our named officer is Jess Hardy.
Jess Hardy 01244 976107 / 07767256822

Integrated Access Referral Team 0300 123 7047