

SAFEGUARDING AT NOVA PRIMARY ACADEMY

What to do if you are worried about a child or adult in school

It is everyone's responsibility to safeguard our pupils.

Child

Find a Designated Member of Staff and report concern.



You cannot find a designated member of staff

Phone:

Social Care Contact Centre (01733) 864170/864180

Social Care Out of Hours (01733) 234724

Police 101

Adult

Report confidentially to the Headteacher.



Headteacher not available or it is a concern about the Head

Report to Chair of Governors

Thom Gartrell (tgartrell@npa.pkat.co.uk)

Or

Local Authority Designated Office (LADO) (01733) 864038

If Child is at
immediate risk
of harm

Police
999

Alma McGonigle
Headteacher



Megan Taylor
Safeguarding and
Prevent Lead



Sally Hudson
Deputy Head



Nicola Lord
Family Engagement and
Safeguarding Officer



Vicky Wells
SENDCO



Everyone should be aware of signs of the following and should report concerns immediately

Neglect – Physical Abuse – Emotional Abuse – Sexual Abuse – Child Sexual Exploitation – PREVENT - from radicalisation and extremism
Female Genital Mutilation – Honour Based Violence – Sexting – Trafficking – Domestic Violence – Self Harm

Please remember it is everyone's duty to keep children safe.

All staff should have read **Part 1 Keeping Children Safe in Education.**