



Sutton Bonington  
Primary School

# Sutton Bonington Primary School

The designated senior leads for  
**safeguarding** and **child protection** are:



**Mr Allen**  
**Head Teacher**



**Mrs Bradley**  
**SENCO**



**Miss Chubb**  
**Deputy Head**

If you have any concerns regarding child protection and safeguarding please speak to either **Mr Allen, Miss Chubb or Mrs Bradley**

Nottinghamshire Multi-Agency Safeguarding Hub  
(MASH): 0300 500 80 90

Local Authority Designated Officer (allegations against professionals): 0115 8041272

In the unlikely event that all DSLs are unavailable, the DSL at Normanton on Soar Primary School may be contacted for advice (01509 842326)



**Sutton Bonington Primary School  
Child Protection and Safeguarding Flow Chart**



**'What to do if you are worried a child is being abused, at risk of harm or neglect'**

**Actions where there are concerns about a child's welfare in or outside of school**

- Be alert to signs of abuse, question unusual behaviour or changes to presentation

**Where a child or young person discloses abuse, neglect, sexual violence or sexual harassment**

- Listen to what they say, keep calm, reassure they are right to tell and you will take action to help keep them safe.
- Inform them you need to share the information and what you are going to do next
- Do not promise confidentiality - you will need to share/ report the information to appropriate services
- DO NOT DELAY – take any immediate necessary action to protect the child and ensure the DSL is informed – if there are no DSLs available, contact a member of SLT or DSLs at Normanton on Soar Primary School.

**Discuss concerns with the Snr Designated/ Named Safeguarding Lead**

- The Safeguarding Lead will consider further actions including consultation with Children's Social Care/ MASH (if a new concern)
- Concerns and discussion, decisions and reasons for decision should be recorded in writing and a 'confidential concerns' or 'child protection' file should be opened, stored in line with the school child protection policy
- At all stages the child's circumstances should be kept under review and re-refer if appropriate to ensure the child's circumstances improve – the child's best interests must come first.

**Still have concerns? Refer to MASH (Multi-Agency Safeguarding Hub) Social Care**  
Have child/ families personal details to hand and be clear about concern/ allegations

**Safeguarding concern resolved/no longer held**  
Support has been agreed, record decisions and any follow up needed

**MASH Tel: 0300 500 80 90**  
**Consultation Line Tel: 0115 9774247**  
**(office hours, Monday to Friday)**

If the child is at immediate risk dial 101 and ask for assistance  
Record all decisions and actions, working to agreed outcomes and within timescales. Escalate any emerging threats/concerns by adopting Nottinghamshire Safeguarding Children Board procedures –  
[www.nottinghamshire.gov.uk/nsccp](http://www.nottinghamshire.gov.uk/nsccp)

**Out of hours contact:-**  
Emergency Duty Team  
(5.00pm - 8.30am)  
Tel: 0300 456 4546

NSPCC  
Whistleblowing  
0800 028 0285

**Unmet needs identified**  
Decide what actions are needed to support the child

**Consult with child/young person, family and relevant agencies:**  
Agree support, refer to NCC LA guidance 'Pathway to Provision' Version 9.1

**Contacts: For any allegations/concerns regarding an adult who works (in either paid/ voluntarily employment) with children contact the LA Designated Officer (LADO) Tel:- 0115 8041272 or LADO Strategic Lead Tel: 0115 9773921**

**Cheryl Stollery – LA Safeguarding Children in Education Officer Tel:- 0115 8041047**

**This flow chart is intended as a brief guide. Please refer to our school Child Protection and Safeguarding Policy**