

How to Report Concerns

At Radlett Lodge School we have a system for reporting and recording concerns relating to suspected neglect, physical, sexual or emotional abuse.

We take all concerns seriously and maintain the attitude of "It could happen here".

All staff record concerns using CPOMS.

Please discuss any concerns with our Designated Safeguarding Leads who will be able to advise and support you to complete safeguarding paperwork. As safeguarding is an emotive subject they will also support you should you be emotionally impacted by concerns raised.

Staff receive regular safeguarding updates and training. Our policies and procedures are in accordance with Keeping Children Safe in Education(2024) and Working Together to Safeguard Children. (2023)

If you are unhappy with the way your concern was dealt with please contact:

Danielle.Wilson@nas.org.uk- Safeguarding lead and nominated individual or -
notifications.safeguarding@nas.org.uk

Useful Contacts

ChildLine 0800 11 11

NSPCC: 0808 800 5000

Report a Crime (Police): 999

In the event of a fire:



Please follow staff to the nearest fire exit and meet in the assembly point.

Please inform your host or the receptionist if you require support to exit the building.

Your health and Safety is our top priority. Please ensure that you follow our policies and procedures.

We are a nut free school.

Please do not bring not any nut products on site.



Visitor information

Safeguarding and Child

Protection Information

Please ensure that mobile phones are on silent and kept in your bag. No mobile phone's are to be used when in the presence of pupils. Please do not use them or other forms of technology around the children and young people or use them to take photographs or videos whilst on the school site.

At Radlett Lodge School we work together and have a pupil-centered, coordinated approach to safeguarding our pupils. Please read the information in this leaflet.

If a child is in immediate danger please call the police on **999**

Radlett Lodge School Designated

Safeguarding Team

If you have any concerns regarding child protection or safeguarding please contact one of these members of the team:

Designated Safeguard Lead (DSL) :

Ellie Freeman -Ellie.Freeman@nas.org.uk



Deputy Designated Safeguarding Lead (DDSL): Craig Smillie

Craig.Smillie@nas.org.uk



Deputy Designated Safeguarding Lead (DDSL): Eliana Pinto

Eliana.Pinto@nas.org.uk



Principal and Deputy Designated Safeguarding Lead (DDSL): Stuart Mainwaring

Stuart.Mainwaring@nas.org.uk



Or call Hertfordshire Children's Services on:

0300 123 4043

Staff at Radlett Lodge School have received PREVENT training and understand their duty to report possible radicalisation.

If you have any concerns related to possible radicalisation, please contact a member of our safeguarding team who will follow our procedures, which will include reporting to Channel.

The Prevent Duty is the is the action in the Counter-Terrorism and Security Act 2015 on specified authorities. To exercise their functions, to have due regard to the need to prevent people from being drawn into terrorism.



At Radlett Lodge School we aim, within a safe environment, to provide students with the skills, knowledge and understanding to develop online safety skills that will keep themselves safe online now and in the future.

This includes learning about:

- Protecting their identity and personal information.
- Respecting others online.
- Maintaining privacy settings.
- How to report concerns.
- Never arranging to meet in person with people they meet online.