

## What is Safeguarding?

Children should be free from harm and danger;  
It is everyone's responsibility to ensure that they are.  
Safeguarding is about keeping children safe by:

- **Providing help and support to meet the needs of children as soon as problems emerge**
- **Protecting children from maltreatment, whether that is within or outside the home, including online**
- **Preventing the impairment of children's mental and physical health or development**
- **Ensuring that children grow up in circumstances consistent with the provision of safe and effective care**
- **Taking action to enable all children to have the best outcomes.** -KCSIE2024

Safeguarding is about knowing when a child is at risk or needs help to deal with problems so that they can be kept safe from:

- Accidental injury or death
- Bullying and harassment
- Being safe online (E-Safety)
- Crime and anti-social behaviour
- Neglect, abuse or violence in the home

## Why do you need to know?

The Children Act 1989 requires everyone working with children to inform Children's Services about any child thought to be in need of support or at risk of harm. The Keeping Children Safe in Education Act 2018 requires all schools to have arrangements to safeguard children.

The school has procedures in place to do this and a policy that all staff, volunteers and regular visitors must work to. You can request a copy of this policy from the school office or find it online at <https://www.royalfree.camden.sch.uk/>.

There are three members of staff whose job it is to be responsible for all aspects of safeguarding in our school.

They are:

**DSL**     **Jemma Michelson (07732 108 516)**  
**DDSL**    **David Wilson (07518 709 530)**  
**DDSL**    **Lilli Lodge (07407 052 856)**

Please feel free to contact any of the safeguarding team if you have any concerns about your young person or feel you would like to talk anything through. We also invite you to make an appointment to meet with us if you would prefer that instead. Please email us at: [safeguarding@royalfree.camden.sch.uk](mailto:safeguarding@royalfree.camden.sch.uk). We look forward to working with you.

*'Recognise, Respond and Report abuse'*

If the issue concerns the Head teacher you can contact the Chair of Governors Dr Nicky Rogal Email: [nrogal@hotmail.com](mailto:nrogal@hotmail.com)

We also have a Named Governor for Safeguarding if you would like to discuss any other issues relating to Safeguarding at RFHCS. Lisa Davies Email: [lisadavies63@hotmail.com](mailto:lisadavies63@hotmail.com)

## What will happen if we have concerns for your child?

If the school has a concern that your child is, or may be, suffering harm within or outside the school we will act according to our statutory duty under the Education and the Children Acts to protect your child from any harm or danger.

**All schools have a duty to refer cases if they have a safeguarding concern.**

## What does this mean? What concerns might we have for your child?

- If someone at our school sees an unusual or unexplained injury or mark
- If your child has said something worrying to us
- If it has been reported to another agency that something has been said or witnessed by your child
- If their behaviour is particularly out of the ordinary
- Or, if there are any other reasons we feel your child may be suffering harm outside of school, we have a legal duty to make a referral.

**We will discuss the referral with you and also let you know it has been made, unless to do so would put your child at more risk by informing you. We believe it is always better for your young person if we can work together.**

## What do you need to know?

An assessment of your child's needs will be made either by a social worker or another professional already involved with your family. This is called a 'Statutory Assessment.' They will want to arrange a time to visit you and your young person at your home.

They may also speak to other professionals involved with your family to gather a robust and holistic understanding of why the referral has been made and their involvement to date.

When completed, If the social worker's assessment is that your child has needs that require additional help and support, they will discuss this with you. We will support you and your family to carry out this plan in whatever way we are able to.

## How might you feel?

We understand that you may feel confused, angry, upset or worried because we have made a referral.

The decision to make a referral is never taken lightly. However, every member of staff or volunteer that works at every school has a legal duty to act in the best interests of children at all times. This means acting quickly to reduce any risks where a child's safety is of concern.

## What can you expect from us?

A safe environment in which your child can learn that complies with safeguarding legislation and guidance

- *We will act in the best interests of your young person and ensure that our approach is always trauma informed and child-centred*
- *We hold the **3 R's of Safeguarding; Recognise, Respond and Report** abuse in our minds, acting on any disclosure or concern that are shared with us*
- *We will keep accurate and up to date records of the incidents reported to us*
- *If your young person transfers to another school we will share important information with their new school that will help to support their move*
- *We will contact you daily if you if your young person is missing or absent from school to ensure they and you are safe and well*
- *We will respond promptly to any issue or concern you tell us about and make ourselves available to listen and talk through any questions you have about issues relating to keeping your young person safe.*
- *You can contact the Safeguarding team at: [Safeguarding@royalfree.camden.sch.uk](mailto:Safeguarding@royalfree.camden.sch.uk)*



Manager: Lucy Coull  
 Tel: 020 7974 1553/3317  
 Fax: 020 7974 3310  
 Email: [Lucy.Coull@camden.gov.uk](mailto:Lucy.Coull@camden.gov.uk)

Camden online safety officer:  
 Name: Jenni Spencer  
 Tel: 020 7974 2866  
 Email: [jenni.spencer@camden.gov.uk](mailto:jenni.spencer@camden.gov.uk)

Prevent Co-ordinator/ Education Manager  
 Name: Jane Murphy  
 Tel: 020 7974 1008  
 Email: [jane.murphy@camden.gov.uk](mailto:jane.murphy@camden.gov.uk)

### Key Safeguarding Contacts @ RFHCS

<b>Designated Safeguarding Lead</b>	<b>Jemma Michelson</b> <a href="mailto:safeguarding@royalfree.camden.sch.uk">safeguarding@royalfree.camden.sch.uk</a> <a href="mailto:jemma.michelson@royalfree.camden.sch.uk">jemma.michelson@royalfree.camden.sch.uk</a> <b>07732108516</b>
<b>Deputy DSL</b>	<b>David Wilson- Head Teacher</b> <a href="mailto:safeguarding@royalfree.camden.sch.uk">safeguarding@royalfree.camden.sch.uk</a> <a href="mailto:Head@royalfree.camden.sch.uk">Head@royalfree.camden.sch.uk</a> <b>07518709530</b>
<b>Deputy DSL</b>	<b>Lilli Lodge LSA</b> <a href="mailto:safeguarding@royalfree.camden.sch.uk">safeguarding@royalfree.camden.sch.uk</a> <a href="mailto:Lilli.lodge@royalfree.camden.sch.uk">Lilli.lodge@royalfree.camden.sch.uk</a> <b>07565992519</b>
<b>Safeguarding Lead for Royal Free Hospital Site</b>	<b>Mel Squibb</b> <b>Safeguarding Children Advisor</b> Mobile: <b>07970 542219</b> Tel: 020 7794 0500 Internal extension: 39511 <a href="mailto:melissa.squibb@nhs.net">melissa.squibb@nhs.net</a>
<b>Trust Lead</b>	<b>Helen Swarbrick Pager 1616</b>
<b>Named Governor for Safeguarding</b>	<b>Lisa Davies</b> Email: <a href="mailto:lisadavies63@hotmail.com">lisadavies63@hotmail.com</a>

<b>Chair of Governors</b>	<b>Dr Nicky Rogal</b> <a href="mailto:nrogal@hotmail.com">nrogal@hotmail.com</a>
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### WHISTLEBLOWING

If you do not think the school has properly responded to an allegation about harm to a young person by a member of staff you can make a complaint to the Governing Body (details listed in this leaflet) or refer directly to Camden Children's services and social care.

If you are worried a child or young person is at risk of, or has suffered significant harm:

- Contact the Camden Children and Families Contact service MASH on 020 7974 3317
- For Out of office hours (after 5pm, weekends and bank holidays) call 020 7974 4444
- You can also Email: [LBCMASHAdmin@camden.gov.uk](mailto:LBCMASHAdmin@camden.gov.uk)

If you feel it is an emergency and needs an immediate response, always contact the police on 999.

### You can also contact NSPCC:

- Help for adults concerned about a child  
Call us on 0808 800 5000
- Help for children and young people  
Call Childline on 0800 1111

### Useful Safeguarding contacts in Camden:

#### Local Authority Designated Officer (LADO):

Name: Jacqueline Fearon  
 Contact: 0202 7974 4556  
 Email: [LADO@camden.gov.uk](mailto:LADO@camden.gov.uk)

#### Child protection service manager:

Name: Julie Holleman  
 Contact details: 020 7974 4351  
 Email: [Julie.holleman@camden.gov.uk](mailto:Julie.holleman@camden.gov.uk)

#### Family Contact/MASH team:

Please feel free to contact any of the safeguarding team if you have any concerns about your young person or feel you would like to talk anything through. We also invite you to make an appointment to meet with us if you would prefer that instead. Please email us at: [safeguarding@royalfree.camden.sch.uk](mailto:safeguarding@royalfree.camden.sch.uk) . We look forward to working with you.

*'Recognise, Respond and Report abuse'*



## Keeping Children Safe in Education Information for Parents and Carers 2024/2025

### Our Safeguarding Team



Jemma Michelson  
 Designated  
 Safeguard Lead (DSL)  
**07732108516**



David Wilson  
 Deputy Safeguarding  
 Lead (DDSL)  
**07518709530**



Lilli Lodge  
 Deputy Safeguarding  
 Lead (DDSL)  
**07565992519**

