

St Mary's C of E Academy

Child-Friendly Safeguarding Policy 2025.2026



Feeling safe and happy at school

At St Mary's, we want to make sure that you feel looked after, safe and happy when you are in and out of school. The staff at St Mary's all work together to make sure that this is happening.

We need your help to do this. Sometimes we don't know if something bad is happening, so you need to tell us.

This booklet looks at safeguarding and helps you to stay safe and happy.

We can help you by:

- Helping you to recognise and identify problems
- Showing / telling you where you can get help and support
- Teaching you what to do if you feel like you are not safe, are worried, or if someone else is not safe or worried.
- Making sure you know the grown-ups you can speak to if you are worried.



Is someone bullying you?

Bullying can be different things and isn't just hitting or kicking another person. **Remember, bullying is consistent and repeated behavior. It usually involves an imbalance of power by a group or individual person and may make you feel very sad.**

Emotional bullying is hurting someone's feelings, leaving them out or bossing them about.

Physical bullying is punching, kicking, spitting, hitting, or pushing someone.

Verbal bullying is teasing someone, calling them names or using rude hand signs.

Cyber bullying involves sending horrid messages over the internet or by text message.

If you feel that you are being bullied, tell someone at school so that we can help.

Do NOT keep it a secret!

You can talk to:

- Mrs Campbell-Swords who is in charge of behaviour
- Mrs Booker
- Mrs Freeman, Mr Taylor
- A teacher
- Mrs Bains, or any of the learning mentors
- An adult in your classroom
- An adult who helps you at break time or lunchtime
- Any adult in school

Has anyone said something strange to you?

If someone has said something to you that has made you feel uncomfortable, upset about you or has said something that you do not like, tell someone at school so that we can help.

Do NOT keep it a secret!

You can talk to:

- Mrs Campbell-Swords who is in charge of Safeguarding
- Mrs Booker, Mrs Freeman, Mr Taylor
- A teacher
- Mrs Bains or any of the learning mentors
- An adult in your classroom
- An adult who helps you at break time or lunchtime
- Any adult in school
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Touching

If someone touches you on a part of your body like your private parts, bottom, chest or anywhere else you do not like, you must tell someone at school so we can help you.

Do NOT keep it a secret!

You can talk to:

- Mrs Booker, Mrs Freeman, Mr Taylor
- A teacher
- Mrs Campbell-Swords who is in charge of Safeguarding
- Mrs Bains or any of the learning mentors
- An adult in your classroom
- An adult who helps you at break time or lunchtime
- Any adult in school

Is someone giving you things you shouldn't have?

Has someone asked you if you want to take a tablet or to smoke a cigarette, vape, or have a drink of something, and you do not know what it is?

Do NOT eat, drink or smoke what they are giving you.

You must tell someone at school so we can help you.

You can talk to:

- Mrs Campbell- Swords who is in charge of Safeguarding
- Mrs Booker, Mrs Freeman, Mr Taylor
- A teacher
- Mrs Bains or any of the learning mentors
- An adult in your classroom
- An adult who helps you at break time or lunchtime
- Any adult in school

hitting, punching or smacking you

Has someone hit, punched or smacked you or hurt you in any way?

You must tell someone so we can help you.

Do NOT keep it a secret!

You can talk to:

- Mrs Campbell- Swords, Mrs Booker, Mrs Freeman, Mr Taylor
- A teacher
- Mrs Bains or any of the learning mentors
- An adult in your classroom
- An adult who helps you at break time or lunchtime
- Any adult in school

What to do if you don't feel safe or are worried

The first thing you should do is **tell someone you trust**. This could be a family member, a friend or someone at school. **Look at our trusted adult poster and who keeps you safe in school board (in the hall and by the reception classes).**

You can also tell the person making you sad or worried to leave you alone. If you don't want to do this, make sure you tell someone so they can help.

You should:

- Try not to do what the person says
- Not let what the person says or does upset you
- Not get angry or hit them

Always remember that it is not your fault and you are never alone. You shouldn't be scared to talk to someone. If you talk to a grown-up, we can help put things right.

You can talk to:

- Mrs Campbell-Swords, Mrs Booker, Mrs Freeman, Mr Taylor
- A teacher
- Mrs Bains or any of the learning mentors

- An adult in your classroom
- An adult who helps you at break time or lunchtime
- Any adult in school

Who can you talk to?

It is important you **tell someone you trust** as soon as possible if you don't feel safe or are worried, or you notice someone else feeling worried or not safe.

Speaking to someone like your mum, dad, carer or teacher will mean that we can make sure you stay safe and that it doesn't happen again.

Remember, in school you can talk to:

- Mrs Campbell-Swords, Mrs Booker, Mrs Freeman, Mr Taylor
- A teacher
- Mrs Bains or any of the learning mentors
- An adult in your classroom
- An adult who helps you at break time or lunchtime
- Any adult in school

How Can You Stay Safe?

We can all help each other to stay safe at St Mary's by:

- Understanding how we should act towards other people.
- Helping each other when we feel sad, worried or scared.
- Being kind, friendly and respectful to everyone.
- Following our school rules: **Be Safe, Be Ready, Be Respectful.**
- Thinking about other people's feelings before we say or do something.
- Taking part in school activities such as **Collective Worship, My Happy Mind** and **Jigsaw**, where we talk about worries and learn how to stay safe.
- Talking to a trusted adult when we are worried or unsure.
- Remembering the rules for staying safe **online.**

- Looking at the “**Who Keeps You Safe in School?**” display to remind you who you can talk to.

How Does St Mary’s Keep You Safe?

There are lots of ways we keep everyone safe at St Mary’s.

- All staff are trained to help keep children safe.
- You will always have an adult you can talk to if you are worried.
- We have safeguarding assemblies and lessons so you understand what is safe, what is not safe, and how to protect yourself.
- Adults are always ready to listen, help and support you.

Who Can Help You?

Mrs Campbell-Swords and the Safeguarding Team — **Mrs Booker, Mrs Bains and Mrs Freeman** — are here to support all children and their families at St Mary’s.

They:

- listen carefully to worries
- work together to help
- talk to families when needed
- always try their best to sort out problems

Mrs Campbell-Swords’ office is by the **school hall**, and her door is always open if you need to talk.

Getting Extra Help

Sometimes, to keep children safe, the safeguarding team may need to ask other adults for help. This might include:

- Children’s Social Care (Social Workers)
- The Police

These adults are there to help keep children safe.

There are also other organisations that support children and families when they need extra help.

Remember

- All adults at St Mary's are responsible for helping children feel **safe, happy and healthy**.
- You will never be in trouble for speaking up.
- You are not alone — help is always available.

At St Mary's, your safety always comes first.