

## When to be concerned?

When you become aware of information that leads you to be concerned about the physical, emotional or sexual wellbeing of a child or a child who is at risk of Radicalisation.

The information you may have may not be enough on its own for a child protection referral. However, it will help your **Designated Senior Leader (DSL)** to make a decision about the risk of harm to the child.

### Possible Alerts

- You may see physical signs
- You may hear worrying accounts
- You may pick up emotional distress
- Someone may disclose to you

This list is not exhaustive. Please report anything that gives you cause for concern

West Norfolk Academies Trust



**ST CLEMENT'S**  
HIGH SCHOOL

### First Aid

**If you encounter any child with any medical needs please contact reception on ex 201 and a first aider will be sent to help.**

### Health and Safety

**The school is regularly audited to ensure that the facilities are safe for everybody. Please ensure you follow all instructions on site.**

West Norfolk Academies Trust



**ST CLEMENT'S**  
HIGH SCHOOL

## **Child Protection Procedures Guide for Visitors 2022 – 2023**

As an adult working with children and young people **YOU** have a duty to act when you have a concern about a child's welfare

## West Norfolk Academies Trust



### Headteacher

Mr N Willingham BA (Hons)

St Clement's High School  
Churchgate Way  
Terrington St Clement  
King's Lynn  
Norfolk  
PE34 4LZ

Tel: 01553 828648

[office@stclementshigh.org.uk](mailto:office@stclementshigh.org.uk)

If your concern is about a staff member or  
volunteer you should report this to the  
Headteacher  
**Mr N Willingham**

If your concern is about the Headteacher  
inform the Chair of Governors  
**Mr M Wood** who can be contacted at school  
through the Clerk to Governors.

## West Norfolk Academies Trust



**Harm can be caused to a child by anyone:**

### A parent

### Family member / friend

### Another child

### Stranger

### Member of staff / volunteer

### **Things you should report**

**Does the child regularly seem unfed or unkempt?**

**Does the child seem to have bruises or injuries?**

**Does the child talk about violence at home?**

**Does the child act in age inappropriate sexual ways**

## West Norfolk Academies Trust



If you have any concerns for students at St Clements please tell the following Designated Safeguarded Trained Staff

Mr Wood - Deputy Head

[c.wood@stclementshigh.org.uk](mailto:c.wood@stclementshigh.org.uk)

Mrs Cawston -Y7 pastoral officer

[e.cawston@stclementshigh.org.uk](mailto:e.cawston@stclementshigh.org.uk)

Mrs Fisher- Y8 and Y9 pastoral officer

[r.fisher@stclementshigh.org.uk](mailto:r.fisher@stclementshigh.org.uk)

Mrs Street – Y10 and Y11 pastoral officer

[k.street@stclementshigh.org.uk](mailto:k.street@stclementshigh.org.uk)



Mr Wood

Mrs Street

Mrs Cawston

Mrs Fisher