Mrs Sarah Foy

Safeguarding Governor

Mrs Jo Walmsley

Deputy Designated Safeguarding Lead

Children’s Social Care 0300 123 2224

Early Help Hub Advice - 01823 355803

Email: Childrens@somerset.gov.uk

Mrs Sharon Bowditch Designated Safeguarding Lead

All Saints Church School



Safeguarding and

Health & Safety

For Visitors & Volunteers

We hope that your visit is an enjoyable experience and that you find our environment safe and welcoming. Please take time to read the information in this leaflet. By signing in you are acknowledging that you have read and understood this information.

A close-up of a logo

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Safeguarding Team

If you are worried about the safety of a child, please speak to a member of the safeguarding team.

A person wearing glasses and smiling

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A person smiling at the camera

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A person with short hair wearing a green shirt

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Emergency procedures

**Fire Alarm**

Visitors and volunteers must familiarise themselves with the recommended fire exit routes and the fire action notices which are displayed in all rooms and corridors throughout the school.

If the fire alarm sounds:

* Leave the building calmy and promptly using the nearest available exit as shown on the fire evacuation maps
* DO NOT return to collect any belongings
* Proceed to the main assembly point on the main playground/ bottom end
* If on the field, assemble at the far end of the field
* If you require special assistance in the event of a fire, please infrom the school office on your arrival

**Lockdown**

In the event of a lockdown:

* The alarm will sound intermitently to notify the school that a lockdown procedure needs to commence
* Staff outside or in the Annex will be notified by the use of a walkie talkie and instructed what to do
* If inside, visitors to remain in the Headteacher’s office
* All windows to be shut, blinds to be drawn and doors to be locked
* Children and staff will go under tables in their classroom
* Maintain silence where possible