

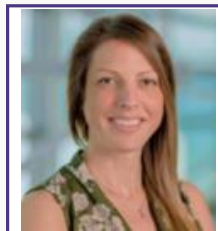
YOUR SCHOOL SAFEGUARDING TEAM



Mrs Kirsty Cass
Assistant Head



Mr Steve Jackson
Headteacher



Mrs Jackie Chandler
Chair of Governors



Mrs Justine Howard
Safeguarding Lead
Governor

REPORT IT WITHOUT DELAY

LOG IT ON MyConcern — link available on the School Landing Page

SPEAK TO Kirsty Cass or Steve Jackson

DO NOT INVESTIGATE Record facts and follow your school safeguarding policy.

WHAT MIGHT A CONCERN LOOK LIKE?

You do not need proof. Report a change, disclosure or uneasy feeling.

CHANGES

Behaviour, mood or attendance changes

INJURIES

Unexplained or repeated injuries

ONLINE THREATS

Harmful contact, coercion or exploitation

DISCLOSURES

A child shares a worry, directly or indirectly

BASIC NEEDS

Persistent hunger, poor hygiene or lack of care

ADULT CONDUCT

Unsafe behaviour or boundary breaches

ACT ON EVERY CONCERN

- 01 NOTICE**
Take it seriously.
- 02 RECORD WITHOUT DELAY**
Log on MyConcern — Who, what, where and when. Ensure pupil voice is captured.
- 03 TELL THE DSL IMMEDIATELY**
If a child discloses abuse, may be at immediate risk, or needs urgent protection—tell the DSL/DDSL immediately then record on MyConcern.

CONCERNS ABOUT ADULTS IN SCHOOL

Talk to the Headteacher.

Report all safeguarding concerns about adults - including low-level concerns - to the Headteacher and log them on the school Staff Safeguarding system in MyConcern via the school landing page.

Any allegations that an adult has caused or may have caused harm towards a child must be reported in person to the Headteacher immediately.

Call 999 if a child is in immediate danger.

If you have non-safeguarding conduct concerns, please speak to their line manager.

CONCERNS ABOUT THE HEADTEACHER OR TRUST STAFF

Use the Trust reporting QR code or email trustdsl@dcac.academy to raise concerns about Headteachers or Trust staff. Escalate concerns about the Trust Head of Safeguarding to the CEO. Escalate concerns about the CEO to the Chair of Trust Board.



Dominique Ivil
Head of Safeguarding
divil@dcac.academy – 07871 636379



Jack Dunn
Chair of Trust Board
jdunn@dcac.academy



Mark Talbot
CEO
mtalbot@dcac.academy – 07597 652316



Nick Wilkinson
Safeguarding Link Trustee
nwilkinson@dcac.academy



QR Reporting Code

IF YOU CANNOT RAISE IT WITH THE TRUST

Or appropriate action has not been taken, use an independent route.

LOCAL LADO

LADO@westsussex.gov.uk or call
0330 222 6450

NSPCC

0800 028 0285 | help@nspcc.org.uk

DCAT WHISTLEBLOWING POLICY

DCAT website → Trust Policies → Whistleblowing Policy