

What **Worsbrough Bank End Primary School** expects from you as a parent or carer

Tell us:

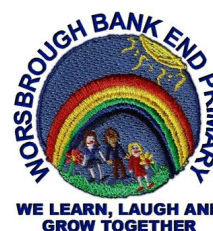
- If there is anything in your child's life that we need to know. Things that happen outside school can affect your child while they're with us. Please talk to us - we might be able to help.
- If there is a reason why your child is not attending, by ringing us on **01226 282549** on the first day of absence.
- If your child no longer needs his/her place with us.

What **YOU** can expect from **Worsbrough Bank End**

- A safe, quality, learning environment that meets Ofsted regulations and operates under Safeguarding Children legislation & guidance.
- While your child is attending our establishment, we will be taking good care of them and we will talk to you about anything important that we observe.
- Regular, efficient and accurate record keeping.
- If your child transfers to another school or educational setting, we will share any important information with them that will help to support your child's move.
- Contact from us when your child hasn't attended and you have not let us know the reason for their absence.
- Prompt action to any problem you tell us about.
- Support and assistance from staff when needed.

Important Information For Parents or Carers September 2011

Working Together to Safeguard Children



Worsbrough Bank End is committed
to helping all children and young people to
succeed and achieve

Important information for you and your child

The **Children Act 2004** introduced new ways to help and support children, young people and their families. These processes include:

Information Sharing
Common Assessment Framework
Team around the child
Multi-agency Working

This leaflet helps to explain these processes to you. Please ask us for more information if you need to.

Information Sharing

It is usual practice for workers supporting your child to talk to each other and share relevant information. We will also talk to **you** about your child so that we can all work **together**.

The government's Every Child Matters programme states that agencies need to work together and identify support needed by a child and their family as early as possible. This should help us to organise support much sooner for your child. If different agencies are working with your child, it makes sense for them to talk to each other. If you are worried about this or want to know more, please talk to us.

This is a **process** that helps to identify any support needs your child may have and **includes your thoughts and ideas**. This information can also be shared with others working with your child to save you explaining things over and over again. It will usually involve **one or two meetings with you** where a Common Assessment form is completed. This assesses your child's individual circumstances and helps to identify any needs, prompting a discussion about how they may be met.

Ask any member of the safeguarding team for a copy of this form so you can see what it involves.

Common Assessment Framework (CAF)

Multi-agency Working

If different agencies are working with you it's sometimes useful for you all to meet (at a place and time that is convenient and comfortable for you) so that a support plan for your child can be agreed.

This way everyone can keep up to date, here your views and work together better, keeping the focus on your child's needs. Sometimes a worker will agree to co-ordinate the support for your child - this is called the 'Lead Professional' role.

If any parent or carer has a concern about the safety of any child or young person in this education setting, there are people who can help.

The Key people in our safeguarding team are:

Nichola Thorpe-Head Teacher

Jenny Bowers-Deputy Headteacher and designated Safeguarding Lead

Kerry Heeley -Learning Mentor/Attendance officer

All these people are happy to help you to support your child. Your class teacher or the staff in the front office will always offer support to contact the appropriate staff.

Further information/guidance can be found at:

www.safeguardingbarnsleychildren.org.uk

There are policies in school that support our work, including Safeguarding, attendance and equal opportunities. If you require a copy of a policy, please contact us.