



Dear Parent/Carer,

When your child is in Harmony Primary & Nursery Unit it is our responsibility to keep them safe from harm and abuse. We pride ourselves in creating a safe learning environment, identifying pupils who are suffering or at risk of harm. All staff are trained in Child Protection and Safeguarding. This enables us to identify pupils who are suffering or at risk of harm and take suitable action.

How we protect children from abuse

To help protect your child, we have:

- Staff who are trained to identify signs of abuse including what to do if they or someone else is worried about a child
- A designated teacher responsible for dealing with child protection - **Mrs Claire Davidson**
- Procedures for checking staff before they work with children
- A child protection policy which includes procedures to be followed if a teacher or other member of staff is accused of harming a child

Dealing with suspected cases of abuse

All school staff will listen to and work closely with parents to make sure your child feels safe and protected in the school environment.

If you suspect that a child is being abused, you should report it to police or local social services. If you work in a school, you should tell the teacher responsible for child protection. They will take suitable action based on procedures set out by the local safeguarding children board, letting the authorities know where it is required.

Once the authorities are told, they will decide what to do. The school's role is then limited. School staff will not take part in an investigation, though they may be called on to give information. They may also be asked to give support to the child or young person.

To discuss concerns about child abuse contact:

- [Police Service of Northern Ireland \(PSNI\)](#)
- [Gateway Service Teams](#) in the Health and Social Care Trusts

Vetting of school staff

Everyone employed in Harmony are vetted by a criminal record check. The school trains all staff and volunteers how to identify abuse every year. This includes knowing what to do if they or someone else is worried about a child.

If you have any safeguarding concerns please follow the flow chart Safeguarding Flow Chart. We all have a duty of care to protect our children and ensure they thrive in a safe and secure environment.

Many Thanks,

Mrs E. Johnston

