



Safeguarding Newsletter

March 2024



Our Lead Designated Safeguarding Lead
is Linda Carpenter.
Contact on 02380 676 262
lcarpenter@bassettgreen.net



Ms Long and
Mrs Stillwell
are also DSL's.

What do we expect from our Bassett Green Parents and Carers?

Personal details

Please ensure that we have your correct details - address, phone, email - and update us with any changes. We must have 2 contacts in case of an emergency.

Permissions

Please ensure permissions to collect your child are correct and keep us updated if they change. You will need to let us know if your child is allowed to walk home alone. We will not release your child to anyone that is not on their permissions list.

Collections at 3.15pm

Please wait for your child to be released by a member of staff from the class line. Your child may be eager to see you but they must wait in the line until they are called. We ask you to stand back and to not crowd the area so that there is enough space for staff to safely dismiss the children to their adult. If it is raining then your child will be released from their classroom.

Entering the school building

We ask that parents do not enter the building at any time, including after school, without signing in and being issued with a badge. This ensures that we know who is in the building at all times for safeguarding and emergency evacuation reasons. If your child has lost any items then please report to the office and we will help search for it.

Late to collect

Please try to let us know if you are going to be late to collect your child by calling the school office. We realise that there may be certain circumstances that are unavoidable but we will not be able to accept regular lateness as this can cause anxiety for your child and puts extra pressure on our staff. There is an after school club if you need regular after school child care. If parents/carers have not arrived on time, then children are brought to a Year 5 classroom. Please report to the office where they will be signed out and the reason for lateness will be recorded.

School absence

You must call every day or email info@bassettgreen.com by 9am to let us know if your child is going to be absent. This is particularly important if your child walks alone to school so that we know whether to expect them.

Adult behaviour on school site

We expect adults or older siblings to be respectful and appropriate on our site. Please do not expose children to adult conflict in or around the school site.

If you have any safeguarding concerns about children at Bassett Green Primary then please speak to a Designated Safeguarding Lead. **Children's Services number for public use – 023 8083 3004**

Thank you for helping to keep our children safe!