



**BIGGIN HILL**  
PRIMARY SCHOOL  
Part of the Charles Darwin  
Academy Trust

# BHPS SAFEGUARDING BULLETIN

2021/22 #4



## A MESSAGE FROM OUR DEPUTY DESIGNATED SAFEGUARDING LEAD

Dear Parents and Carers,

It has been a while since we issued our last Safeguarding Bulletin which had a focus on attendance matters.

As a school, this still remains an area of concern for us and we must really do all we can to improve attendance overall. During this term, we have also seen an increase of children that are late in the mornings. As we start the next academic year, please can you do all you can to ensure that children are in school on time each day. Many of our families take advantage of our 'soft drop' system for children in the mornings where work is available from 8.40-9am. Our gates open at 8.40am and work is set for the children to do from then. Having all our classes full before registers are taken at 9am really does enable us to maximise teaching and learning time without disruption and also enables our support staff to focus more on their duties. We aim for all children to have **98-100%** attendance for each academic year in school. We do understand that children do have mild illnesses which can impact upon them being able to come to school.

From 31st August, we will drop our 'temporary adjustment' to children coming back to school that have had an episode of sickness (being sick) from 48 hours from the last episode of sickness to **24**, however, we do need to look at the landscape closer to the time. Unless you are informed by us otherwise, from 31st August children will be able to return to school 24 hours after the last episode of sickness.

This newsletter will cover some safety tips for our year 6 children as they move onto secondary school, a mini update on wellbeing and a summary of the attendance initiatives that we have at the school. I have also attached an 'Online Safety for under 5s' flyer which may be of interest to you.

May we take this opportunity to wish you all a very restful and safe summer.

My very best wishes,

*Mrs Lawrence*

Deputy Headteacher and Designated Safeguarding Lead

View our Child Protection and Safeguarding Policy at:

<https://www.bigginhillprimary.com/docs/BHPS-Child-Protection-and-Safeguarding-Policy.pdf>.

View our previous Safeguarding Bulletins at:

<https://www.bigginhillprimary.com/parent-portal/safeguarding-bulletin>.

## SAFEGUARDING LEADS

**Hannah Freeman**

Headteacher and Designated  
Safeguarding Lead  
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**Kate Lawrence**

Deputy Headteacher and  
Deputy Safeguarding Lead  
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**Kathryn Sargeant**

Family Liaison, Mental Health  
Lead and Deputy  
Safeguarding Lead  
[k.sargeant@bigginhillps.com](mailto:k.sargeant@bigginhillps.com)

**If you are concerned  
about the safety or  
wellbeing of any child  
please contact one of us  
immediately.**



**School hours:**

01959 575846

In the event of full school closure - a school  
mobile number will be provided.

Our most current Safeguarding  
Policy and addendum during  
COVID-19 can be viewed on our  
website: <https://www.bigginhillprimary.com/>

**Our Safeguarding Guide is available in our main  
reception area and can also be found on our website:  
<https://www.bigginhillprimary.com/> in both screen  
reading and tri-fold printing format.**

**Safeguarding is  
our #1 priority  
every day.**

## *A Mini Summary: Wellbeing at BHPS*

At Biggin Hill Primary School we understand the importance of mental health awareness and encourage all children to speak out if they feel unsure, unhappy or in need of support.

All staff at our school understand that good wellbeing is key to a child's development; emotionally, physically and educationally. During school assemblies we celebrate school life and the achievements of all the children regardless of their abilities and educational needs.

All staff at Biggin Hill Primary school promote mental health awareness and monitor the children closely to identify any child they may have concerns about. Procedures are in place for any concerns to be followed up quickly ensuring that the appropriate support is provided for individuals.

Through extra provisions such as mentoring support, a sensory room and garden we strive to create spaces for children to work through any difficulties they may be experiencing with trusted members of the school team.

During the last couple of years our community has experienced and come together to pull through difficult times. This whole school approach creates a community and environment where we hope all children, staff and families feel safe and supported.

**Mrs Sargeant**

## *Keeping Safe Tips for Year 6 Out and About*

Our Year 6 children that are about to start secondary school may be 'Out and About' which may be a relatively new experience for them. Here are some tips to help:

- Make sure you know where they are going, who they are meeting and what time to expect them back
- Ensure they have a mobile phone with them and have your contact details in their phone
- If they are meeting friends, ensure they have a meeting point if they get separated
- Consider how they might cope with new situations, ie: public transport, queuing, paying for goods in shops etc and talk about this so they know what to expect
- Ensure they have a plan if they get lost
- Ensure they know how to call the emergency services, if needed

The NSPCC have produced a very handy downloadable guide 'Home or out alone'.

<https://learning.nspcc.org.uk/media/2614/home-or-out-alone-guide.pdf>

## *ATTENDANCE MATTERS and our INITIATIVES*

### **A reminder of our BHPS Attendance Initiatives:**

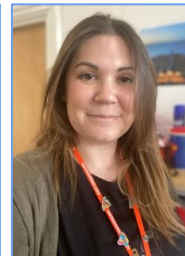
- *The Attendance Wheel of Glory*
- *Attendance Stars in the Jar*
- *Class Attendance recorded each day on posters in classrooms*
- *Class weekly attendance percentages above 96% will be published in our newsletter*
- *Any child who has 100% attendance for the whole academic year will be awarded with a special certificate and badge in the final assembly of the year*
- *A 'soft drop' system from **8.40am***

For more information about our attendance initiatives, please see our previous newsletter at: <https://www.bigginhillprimary.com/parent-portal/safeguarding-bulletin>

**If you are having problems with morning routines at home and feel you need some support, please contact a member of the Inclusion team who will work with you to find the best way forward.**

*You will find our Safeguarding Leads in orange lanyards.*

**We are all at the gate, or in front of the KS1 building, in the morning and at least one of us is on the gate at the end of the school day.**



Here at BHPS we firmly believe that children need to feel safe and happy in order to be able to learn and for that reason safeguarding is right at the top of our priority list. We have robust procedures for keeping children safe while they are in our care. <https://www.bigginhillprimary.com/safeguarding>