


Appendix 2 - Byfleet Child Protection & Safeguarding Policy & Procedure

Designated Safeguarding Lead:
Cheryl Meyrick

Deputy Leaders:
Daryl Elliot
Sue Brackenbury/Michelle Atkins

Link Governor: Janet Stainer

Concern put in writing on CPOMS



If you have concerns about a child please contact [Children's Services \(CSPA\)](http://www.surreycc.gov.uk/childrens-services) on 0300 470 9100 or in an emergency dial 999.

CSPA@surreycc.gov.uk

Out of hours:
01483 517898

Concern alerted to DSL

DSL reviews concern and makes a decision about next steps.

DSL may seek advice from deputy DSLs.

Decision made to monitor the concern.

Monitor

Decision made to discuss the concern informally with the parents/carers

Discuss

Decision made to refer the concern to social care

Refer

Relevant adult asked to monitor child and feedback to the DSL within an agreed timescale.

Monitor

Once discussed with parents, DSL may decide to discuss further with parents, monitor or refer to social care.

Refer

DSL may review decision with another senior leader or the head and agree to refer to social care.

Record

If the DSL or a member of SLT is unavailable, staff may take advice directly from CSPA

NSPCC Whistleblowing Helpline 0800 028 0285

Education Support Helpline 08000 562 561

Designated Safeguarding Lead keeps concern form in secure, confidential safeguarding CPOMS.

