



Chislehurst School for Girls

Accessible Safeguarding and Child Protection Procedures 2026-2027

This document should be read alongside the Lumero Educational Trust Safeguarding and Child Protection Policy.

Policy name	Safeguarding and Child Protection Policy Procedure Document – to be read in conjunction with Lumero Child Protection and Safeguarding Policy
Policy updated by	Lindsey Gulczynski – DSL – CHSFG
Date of last review	August 2026
Date of next review	Summer Term 2027

Purpose

Safeguarding means protecting children from harm, supporting their welfare, and acting quickly when concerns arise. Safeguarding is everyone's responsibility.

Key Contacts

Designated Safeguarding Lead	Lindsey Gulczynski – Assistant Headteacher lgulczynski@chsfg.lumero.org safeguarding@chsfg.lumero.org 0208 300 3156
Deputy Designated Safeguarding Leads	Claire Moulinie cmoulinie@chsfg.lumero.org Victoria McDonnell vmcdonnell@chsfg.lumero.org safeguarding@chsfg.lumero.org
Headteacher	Maria French office@chsfg.lumero.org

Senior Mental Health Lead	Lindsey Gulczynski – Assistant Headteacher lgulczynski@chsfg.lumero.org safeguarding@chsfg.lumero.org 0208 300 3156
Designated Teacher for Children Looked After	Elizabeth Mensah – Assistant Headteacher emensah@chsfg.lumero.org 020 8300 3156
Nominated Governor for Safeguarding	Ms R McManus
Chair of Governors	Ms B Marjoram
Local Authority Designated Officer	Gemma Taylor lado@bromley.gov.uk https://www.bromleysafeguarding.org/articles.php?id=604

Staff Responsibilities

All staff, volunteers and governors must recognise concerns, listen to children, record concerns accurately and pass them to the DSL without delay.

Training

All staff receive annual safeguarding training, online safety training and updates throughout the year. New staff receive safeguarding induction before or shortly after starting work.

Information Sharing and Confidentiality

Information should be shared when it helps keep a child safe. Staff must never promise confidentiality. Child protection files must be stored securely and transferred promptly when students move school.

Supporting Students

Support may include pastoral care, counselling, mentoring, attendance support, referrals to external agencies and adjustments for vulnerable students.

Supporting Staff

Staff affected by safeguarding cases can access supervision, guidance from the DSL and wellbeing support.

Online Safety

Students are taught how to stay safe online. Staff must report concerns about cyberbullying, exploitation, grooming, inappropriate content or online harassment.

Mental Health

Mental health concerns should be shared with the safeguarding team where there is risk of harm, self-harm, suicidal thoughts, eating difficulties or abuse.

Children with Additional Vulnerabilities

Extra attention should be given to students with SEND, looked after children, children with social workers, young carers, pupils in alternative provision and those experiencing poor attendance.

Attendance and Children Missing Education

Unexplained absence may indicate safeguarding concerns. Attendance staff carry out welfare checks, home visits and referrals where necessary.

Prevent Duty

The school works to prevent radicalisation and extremism. Any related concerns must be reported to the DSL.

Safer Recruitment and Visitors

Appropriate recruitment checks are completed for staff and volunteers. Visitors are supervised and receive safeguarding information.

Handling Disclosures

Stay calm, listen carefully, do not investigate, do not ask leading questions, explain that information may need to be shared, record facts and report immediately.

Referrals

The DSL decides whether concerns require Early Help, Family Help, social care involvement, police involvement or ongoing monitoring.

Allegations Against Staff

Concerns about adults working with children must be reported immediately to the Headteacher or Chair of Governors and may require consultation with the LADO.

Child-on-Child Abuse

This includes bullying, cyberbullying, sexual harassment, sexual violence, coercion, exploitation, abuse in relationships and harmful sexual behaviour. All reports are taken seriously.

Sexual Harassment and Sexual Violence

Victims will be supported, risk assessments completed and appropriate referrals made. Allegations will never be dismissed as banter or growing up.

Types of Abuse

Staff should understand physical abuse, emotional abuse, sexual abuse and neglect, together with modern safeguarding risks including exploitation, domestic abuse, online abuse, radicalisation and harmful sexual behaviour.

Key Message

If you are worried about a child, report it. It is better to share a concern that proves unfounded than to miss an opportunity to keep a child safe.

Safeguarding across CHSFG



"All the governing body is responsible for Safeguarding"

