



OASIS ACADEMY Isle of Sheppey

Keeping Children Safe

**Vital information for
visitors and volunteers to OAIOS**

Safeguarding is everybody's responsibility

We all have a **statutory duty** and responsibility to safeguard and promote the welfare of all children at Oasis Academy Isle of Sheppey

This means:

- ♦ Protecting children from maltreatment
- ♦ Preventing the impairment of children's health or development
- ♦ Ensuring that children grow up in circumstances consistent with the provision of safe and effective care
- ♦ Undertaking that role so as to enable those children to have optimum life chances and to enter adulthood successfully

If **you** are **concerned** about the **welfare** of a **child** or **young person**, please:

- ♦ **Inform a member of the Safeguarding team**
- ♦ **Do not wait to see what happens**
- ♦ **Remember, do not promise to keep a secret**

READY, RESPECTFUL, SAFE

PROCEDURES TO BE FOLLOWED IN THE EVENT OF A DISCLOSURE

1. Stay calm and reassuring
2. Explain you cannot keep the disclosure a secret and DO NOT promise any specific outcomes
3. Tell the child you will need to get a member of staff to help (Safeguarding team)
4. Listen to and believe what the child tells you. Do not press them for details, it is better the child does not have to repeat details unnecessarily. Do not ask leading questions
5. Record all the facts as they are told to you in the words the child uses
6. Inform a member of the Safeguarding team

THE SAFEGUARDING TEAM:

Miss Lawson



Emma.Lawson@oasisisleofsheppey.org

Mr Fogg



Andrew.Fogg@oasisisleofsheppey.org

Mr Slater-Powell



Scott.Slater-Powell@oasisisleofsheppey.org

THE SAFEGUARDING TEAM: DSL Trained

Mrs Brooke



Joanna.Brooke@oasisisleofsheppey.org

Mrs Groves



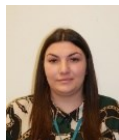
Vanessa.Groves@oasisisleofsheppey.org

Mrs McHugo



Lucy.Mchugo@oasisisleofsheppey.org

Miss Payne



Michaela.Payne2@oasisisleofsheppey.org

Miss Rowland



Gemma.Rowland@oasisisleofsheppey.org

Mrs Webb



Shelly.Webb@oasisisleofsheppey.org

Fire Procedure—Sheerness campus

In the Event of a Fire/Evacuation Alarm Sounding - Sheerness Campus

- 1) Exit the front doors of the building and turn left out of S and A blocks, or straight on from the Admin/Refectory/Sports Hall and Theatre.
- 2) Head towards the designated muster point Tennis Courts accessed through the visitor gate by main reception. The Admin team will account for you against your signature in the Visitors' printed listing.
- 3) No one may return to the buildings until the school has been pronounced "Safe to Return" and the instruction has been given for re-entry.

Even if the alarm stops in mid-evacuation no-one is to return to the buildings.

- 4) Please Note: it must always be assumed when an alarm sounds, a fire is real.
- 5) The Fire Alarm sounders will be tested at 7.00 am every Friday morning. You do not need to leave the buildings. If you hear it at any other time – evacuate as described

Fire Procedure—Minster campus

In the Event of a Fire/Evacuation Alarm Sounding - Minster Campus

- 1) All visitors will go to the front doors of the respective buildings and turn left out of Green, Purple, Blue Blocks and Construction, and straight ahead from the Sports/Sixth Form centre.
- 2) Make your way towards the designated evac point opposite Reception.
- 3) The Admin team will account for you against your signature in the Visitors' printed listing
- 4) No one may return to the buildings until the school has been pronounced "Safe to Return" and the instruction has been given for re-entry.

Even if the alarm stops in mid-evacuation no-one is to return to the buildings.

- 5) Please Note: it must always be assumed when an alarm sounds, a fire is real.
- 6) The Fire Alarm sounders will be tested at 7.00 am every Friday morning. You do not need to leave the buildings. If you hear it at any other time – evacuate as described above.