

Greenbank High School

Child-Friendly Safeguarding Booklet

Inspire, Care, Achieve.



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Dear Student,

At Greenbank High School, we want to make sure that you feel *looked after, safe and happy*

when you are in and out of school. Sometimes we don't know if something bad is happening,

you need to tell us. This means we should notice if you are being treated badly, listen to you if you want to talk to us about a problem and take advice from other professional if *you need extra help.*

We have put together this booklet to give you some useful information about keeping safe. Your safety is the responsibility of adults, but there are ways you can help yourself to keep safe too and we have given you some tips to think about. When children and young people are hurt in some way by an adult or an older young person, this might be what is called child abuse. We would like your help in making this booklet really useful, so if you think we have left out anything important, or we could say something differently to make it more understandable, please let us know. A list of people you can talk to if you are worried, upset or afraid can be found on page 8. You don't need anybody's permission to *talk about your worries* and you have the right to talk to anyone you wish.

With best wishes,

Mrs Gent-Jones

Designated Safeguarding Lead

Feeling safe and happy at school

At Greenbank High School, we want to make sure that you feel looked after, safe and happy when you are in and out of school. Sometimes we don't know if something bad is happening, so you need to tell us.

This policy looks at peer-on-peer abuse and bullying, and what you can do when you feel you are being abused or bullied, or when you notice someone else being abused or bullied. We can help you by:

- Teaching you what peer-on-peer abuse is.
- Teaching you what to do if you feel like you are being abused, or if someone else is being abused.
- Making sure you know the grown-ups you can speak to if you are worried.

1

What is peer-on peer bully and abuse?

A **peer** is someone who might be your friend, a child at school with you, or another child you may know.

Abuse is something which usually physically or emotionally **hurts** another person by using behaviour that is meant to **scare, hurt** or **upset** that person.

Sometimes, it can be hard to know when abuse is happening, because **not all** abuse will hurt, scare or upset you, and you might not know it is happening. It's really **important** you know when you are being abused so we can make sure it stops.

There are lots of different types of abuse. It is important you know what these types of abuse are so you know what to do if you see them.

2

Bullying

Bullying can be different things, and isn't just hitting or kicking another person.

Emotional bullying is hurting someone's feelings, leaving them out or bossing them about.

Physical bullying is punching, kicking, spitting, hitting or pushing someone.

Verbal bullying is teasing someone, calling them names or using rude hand signs. People can also use verbal bullying to be **racist** or **homophobic**.

Racist means bullying someone because of their skin colour, race or what they believe in.

Homophobic means bullying someone because of their gender or sexuality; calling someone gay or lesbian to hurt their feelings would be homophobic.

Sexist means bullying someone because of their sex (whether they are a boy or a girl).

Cyber bullying involves sending horrid messages over the internet or by text message. Bullying can be done through **another person**, by one person sending another person to say nasty things.

3

Sexting

This is sending inappropriate pictures, videos or messages – they can sometimes be called ‘nude pics’, ‘rude pics’ or ‘nude selfies’, but can also be rude messages. Pressuring someone into sending these pictures, videos and messages is abuse.



Even if you are not the person who is sending them, it is **illegal** to have these kind of pictures or videos of a person if they are under 18 years old.

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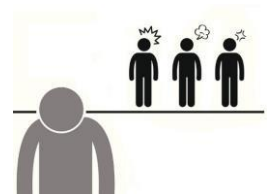
Sexual harassment

Sometimes, people can **act sexually towards others** and it might make them feel uncomfortable.

This can happen **online**, on social media, through messages and **face-to-face**. It might make someone feel **scared, embarrassed, uncomfortable** or **upset**.

It could be:

- Someone making **sexual comments**, like telling sexual stories, saying **rude things** or saying sexual things about someone’s **appearance** or clothes.
- Calling someone **sexual names**.
- **Sexual jokes** or teasing.
- Being physical, like **touching** which makes you feel uncomfortable, messing with your clothes, or **showing pictures** or **drawings** which are of a sexual nature.
- Being sexual online, like **sharing sexual pictures** and **videos**, or posting sexual comments on social media.
- It might also be **sexual threats** or pushing you to do something sexually that you don’t want to or aren’t ready for.



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Relationships

Any relationship you have should be **good** and **happy**.

A bad relationship might make someone feel **scared, confused, worried** and even **unsafe**.

It’s really important that you know the **difference** between a good relationship and a bad relationship.

Good relationships

- You are **comfortable** around that person.
- You can be **honest** with that person.
- You can say how you **feel**, what you are **thinking** and you **listen** to each other.
- You **support** each other and treat each other **nicely**.
- You feel **safe**.
- You **trust** that person.
- You are **equal** – you don’t boss each other around or tell each other what to do.
- You feel **looked after**.

Bad relationships



- The person might **push** you, **hit** you or **destroy** your things.
- The person might **tell you what to do**, what to wear or who you can see.
- You might feel **scared** – they might say they will hurt you if you don't do something. They might also say they will hurt you if you do something too.
- The person **calls you names**, makes you feel bad in front of other people and makes you **feel bad about yourself**.
- The person gets **angry easily** and you don't know what will make them angry – it might make you feel **nervous**.
- The person might **pressure** you to do things **you don't want to** or aren't ready for, like sex, or using drugs and alcohol.
- The person **might not take no for answer** when you say you don't want to do something.



How do I know if someone is being abused?

It might be hard for you to know if you are being abused and you **might not really understand** it is happening. It is important you can **recognise** when behaviour isn't appropriate.

It's also important that you can notice when **someone else** might be being abused.

Some signs might be:

- Not going to school.
- Having injuries, like bruises.
- Feeling sad and down.
- Feeling like they can't cope.
- Feeling withdrawn or shy.
- Getting headaches or stomach ache.
- Feeling nervous.
- Not being able to sleep, sleeping too much or getting nightmares.
- Feeling panicked.
- Using alcohol or drugs.
- Changing looks to look much older.
- Being abusive to someone else.

Remember: you can feel all of these things too. Listen to how you feel, and know that these signs can mean you are being abused.



What do I do if someone else is being abused?

If you see someone else being abused, it is important that you **help** that person. You should **never walk away** and ignore the problem if you see someone else being abused, because the person might keep upsetting them. If you can, and it is **safe** to do so, tell the person abusing you to **stop**, but never get angry or hit them.

Tell a grown-up, such as a teacher, as soon as you've seen someone being abused.

Grown-ups can **stop the abuse** and make that person feel happy again.

You should **never feel scared** to tell someone about abuse.

Sometimes, you might not **see someone being abused**, but you might be **worried** about them. Or, you might think they are being abused by **someone you don't know**, or someone they have **told** you about. It's really important you **tell someone** even if you are worried, but haven't **seen** any abuse.

What do I do if I am being abused?

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The first thing you should do is **tell someone you trust**. This could be a family member, a friend or **any adult in our school**.

You can also **tell the person abusing you** to leave you alone. If telling them to leave you alone would **make you feel too scared or worried that they might hurt you**, make sure you **tell someone** so they can help.

You should **try not** to:

- **Do** what the person says.
- Let what the person says or does **upset** you.
- Get **angry** or hit them.

Always remember that if you are being abused, it is **not your fault** and you are **never alone**.

You shouldn't be scared to **talk to someone** if you are being abused. If you talk to a grown-up, we can **make the abuse stop**.

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Who can I talk to?

It is important you **tell someone** as soon as you are being abused, or you notice someone else being abused.



Speaking to someone like your mum, dad, carer or teacher will mean that we can make sure the **abuse stops** and doesn't happen again. **The list below shows some of the grown-ups at our school that you can speak to: Mrs Gent-Jones, Mrs Howe, Mrs Fitz-Gerald, your class teacher, a teaching assistant or a midday supervisor.**

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How can I help stop abuse from happening?

We can all help stop abuse at our school by:

- Making sure we **understand** how we should **act** towards others.
- **Helping** others when they are in need.
- Being **kind, friendly** and **respectful** to others.
- Thinking about people's **feelings** before we say or do something.
- Taking part in **school activities**, like assemblies, PSHE lessons and circle time, which talk about peer-on-peer abuse.
- **Talking to someone** when we are worried.



You should know that abuse is never OK and it is serious. It is not funny, or part of growing up. If you abuse someone, you will get into trouble.

Ten Tips for Keeping Yourself Safe



Adults often take action to keep themselves safe. They wear a seat belt in the car, look left and right to cross the road, keep matches out of reach of small children and unplug electrical equipment before trying to repair it. Children and young people can also take action to keep themselves safe. Here are some ideas for you:

1. Look confident. People are less likely to pick on you.
2. Try to go places with friends. If you do go out alone always tell someone where you are going and what time you will return.
3. Talk to a trusted adult – someone in the family or someone at school – if anyone says or does anything that worries or frightens you.
4. Don't worry about breaking rules if you feel afraid. It's OK to shout at or run away from an adult who is trying to hurt you.
5. Carry a mobile phone and put emergency numbers – your parents, school, police, a trusted adult – on speed dial so you can make a call quickly if you need to.
6. If you are taking a bus or train, make sure you have enough money for the return journey. Don't accept money from someone you've never met before.
7. Don't accept a lift from someone you've never met before. Call someone to pick you up.
8. Stick to well-lit areas where there are people around if you need help.
9. Remember that alcohol and drugs can harm your health and can also encourage you to take unnecessary risks.
10. In an emergency think about using self-defence, but only if there is no other way out. You could, for example, pretend you are going to be sick over the person threatening you. It makes them move back, giving you a chance to run. But don't do anything that might result in you being hurt even more. Remember, if an adult tries to hurt you it's not your fault. You don't have to do what they say just because they are an adult. Try to find the confidence to tell someone that you are worried. You won't get into trouble.

Tips for Keeping Safe Online and on Your Mobile

There are lots of fun and interesting things you can do on the internet, and it can be a great way to stay in touch with friends. It is also very important to understand how to stay safe online. Sometimes people may try to trick you into clicking dangerous links or sharing things about yourself. Or something you've shared might be used to bully or frighten you.

- **Think before you post**

Don't upload or share anything you wouldn't want your parents, carers, teachers or future employers seeing. Once you post something, you lose control of it, especially if someone else screenshots or shares it.

- **Don't share personal details**

Keep things like your address, phone number, full name, school and date of birth private, and check what people can see in your privacy settings. Remember that people can use small clues like a school logo in a photo to find out a lot about you.

- **Think about who you're talking to**

There are lots of ways that people try to trick you into trusting them online. Even if you like and trust someone you've met online, never share personal information with them like your address, full name or where you go to school.

- **Keep your device secure**

Make sure that you're keeping your information and device secure.

- **Never give out your password**

You should never give out your password or log-in information. Make sure you pick strong, easy to remember passwords.

- **Cover your webcam**

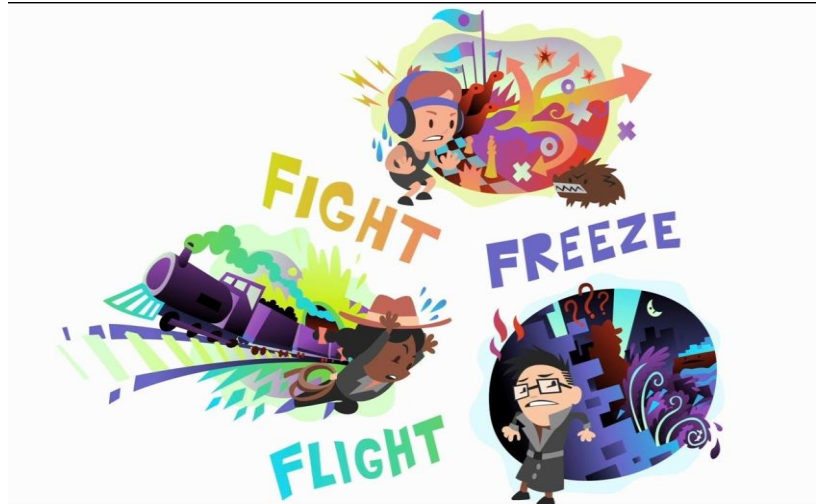
Some viruses will let someone access your webcam without you knowing, so make sure you cover your webcam whenever you're not using it.



Early Warning Signs of Worries and Fears

When we are in a situation that could be threatening, our body gives us warning signals to tell us to think again, walk away or run as fast as we can. Scary situations include times when someone is trying to get us to do something we don't want to do, we realise we can't trust someone, or we sense we are in danger. These are some of the early warning signals you might feel:

- Tingling palms
- Headache
- Perspiration
- Rapid heart
- Tightness
- Beat of the chest
- Butterflies in the stomach
- Feeling sick
- Jelly legs



Tips for Dealing with Anger and Staying Calm

Everyone gets angry sometimes and needs to do something to calm down. Here's some ideas you can try:

- Count to ten to give yourself time to think
- Take a deep breath
- Move away from whatever/whoever is making you angry
- Distract yourself – do something else to take your mind off the problem
- Punch a pillow (don't punch anything else!)
- Put your hands in your pockets to stop yourself getting physical
- Try to understand the other person's point of view – even if you don't agree with it
- Make a phone call or go and talk to somebody else
- Think about the consequences of not staying in control
- Think how good it feels to be in control of yourself!

Prevent Strategy

Prevent is a government strategy designed to stop people becoming terrorists or supporting terrorist or extremist causes.

The Prevent strategy covers all types of terrorism and extremism, including the extreme right wing, violent Islamist groups and other causes.

All schools have a duty to safeguard children from radicalisation and extremism. This means we have a responsibility to protect you from extremist and violent views the same way we protect you from drugs or gang violence.

The Prevent strategy is about teaching you values such as tolerance and mutual respect.

Importantly, we can provide a safe place for you to discuss any issues so you can better understand how to protect yourselves.



www.gov.uk/report-terrorism



Our school is a place that inspires and engages young minds. Our school believes in democracy and the laws of the country, where every individual has a voice that is heard and respected, no matter what their faith or belief. Our school values discussion, debate and learning from others. Our school believes that division belongs in mathematics, not the classroom. There is no place for ~~extremism~~ in our school.

More useful contacts



Beat Bullying

