

## Parent/Carer guide to raising a safeguarding concern

During these difficult times, communicating with each other is more challenging. We want all our families to know that concerns should, and still can be shared with the academy.

If you have a concern that you would like to raise/discuss, you can contact the academy safeguarding team via the 'Contact us' tab on the website.

- Select 'Safeguarding enquiry' from the drop-down menu.
- Please add as much detail as you can and feel comfortable sharing.
- Emails will only be viewed by a member of the safeguarding team.

### CONTACT

Recipient	*
<input type="text" value="Please choose..."/>	▼
Full Name	*
<input type="text"/>	
Telephone	*
<input type="text"/>	
Email Address	*
<input type="text"/>	
Your Enquiry	*
<input type="text"/>	

If the concern is out of school hours please contact the Family Operations Hub on **0345 603 7627** and ask for the 'Priority Line'.

Out of hours: (Mon-Thurs 5.30pm-9am. Fri & Bank Holidays 4.30pm-9am) **0345 606 1212**  
Email: [Emergency.DutyTeamOutOfHours@essex.gov.uk](mailto:Emergency.DutyTeamOutOfHours@essex.gov.uk)

Anyone can make a referral to the Family Operations Hub.

**If the child is at immediate risk call the police on 999**