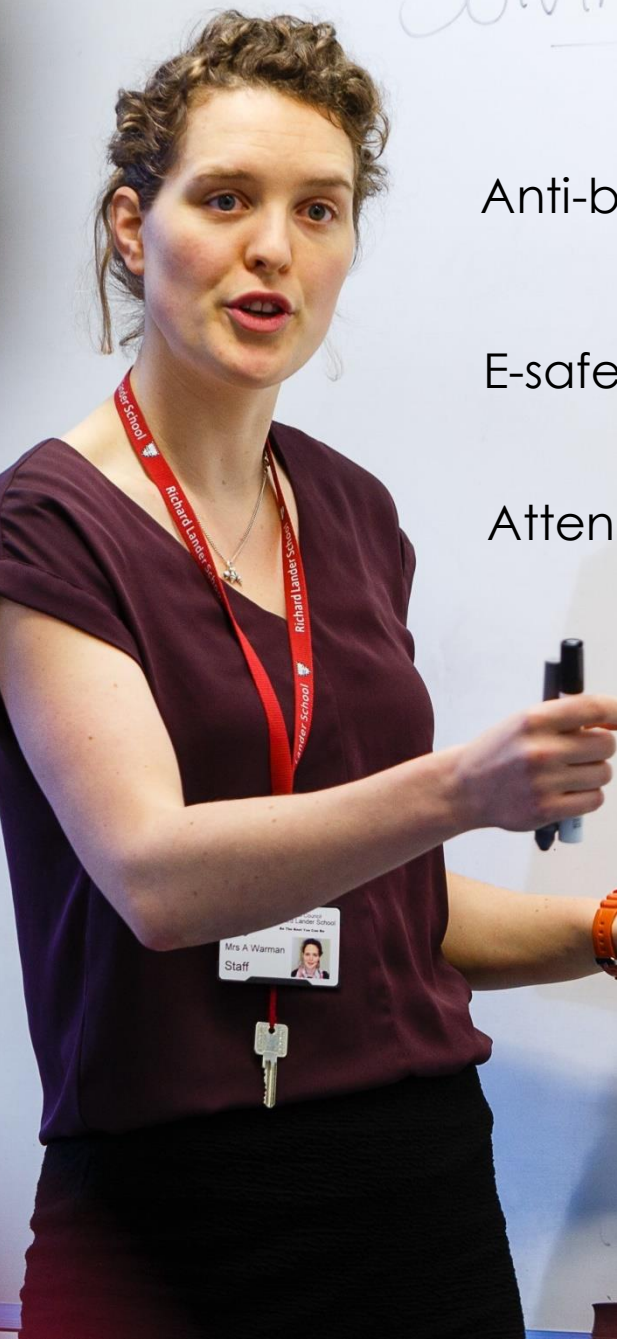


Safeguarding

at Richard Lander School





Our Responsibility:

Safeguarding and promoting the welfare of children is **everyone's** responsibility.

Everyone who comes into contact with children and their families and carers has a role to play in safeguarding children.

In order to fulfil this responsibility effectively, all professionals should make sure their approach is child-centred. This means that they should consider, at all times, what is in the **best interests** of the child.

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1181955/Keeping_children_safe_in_education_2023.pdf





Department
for Education

Keeping children safe in education 2025

**Statutory guidance for schools
and colleges**

September 2025



HM Government

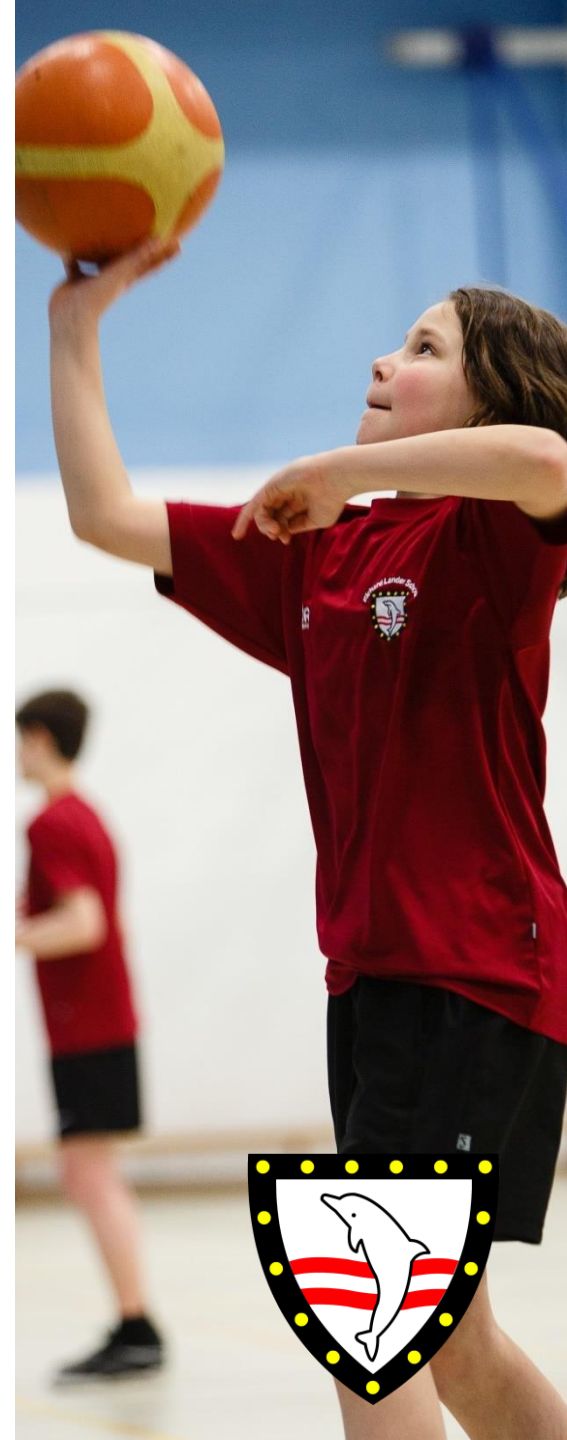
Working Together to Safeguard Children 2023

**A guide to multi-agency working
to help, protect and promote the welfare
of children**

December 2023

Safeguarding and promoting the welfare of children:

- Protecting children from maltreatment.
- Preventing impairment of children's health or development.
- Ensuring that children are growing up in circumstances consistent with the provision of safe and effective care.
- Taking action to enable all children to have the best outcomes.





**If in doubt.. Speak out
If you see something, say
something.**

**Safeguarding information should always be shared and GDPR
must not prevent this, however remember a child's right to
confidentiality.**

How do we help protect children?

Richard Lander have policies and procedures in place for checking staff and reporting and monitoring students who may be at risk.

In line with legislation we have a **Designated Safeguarding Lead** (member of Leadership team) responsible for Safeguarding and a **Deputy Designated Safeguarding Lead**.



How do we help protect children?

Our pastoral system means all students have easy access to adults they can talk to, along with the tutor programme and regular safeguarding assemblies.

All staff have dedicated Safeguarding training.

Staff, parents and members of the public can report concerns about a child directly to the Designated Safeguarding Leads.

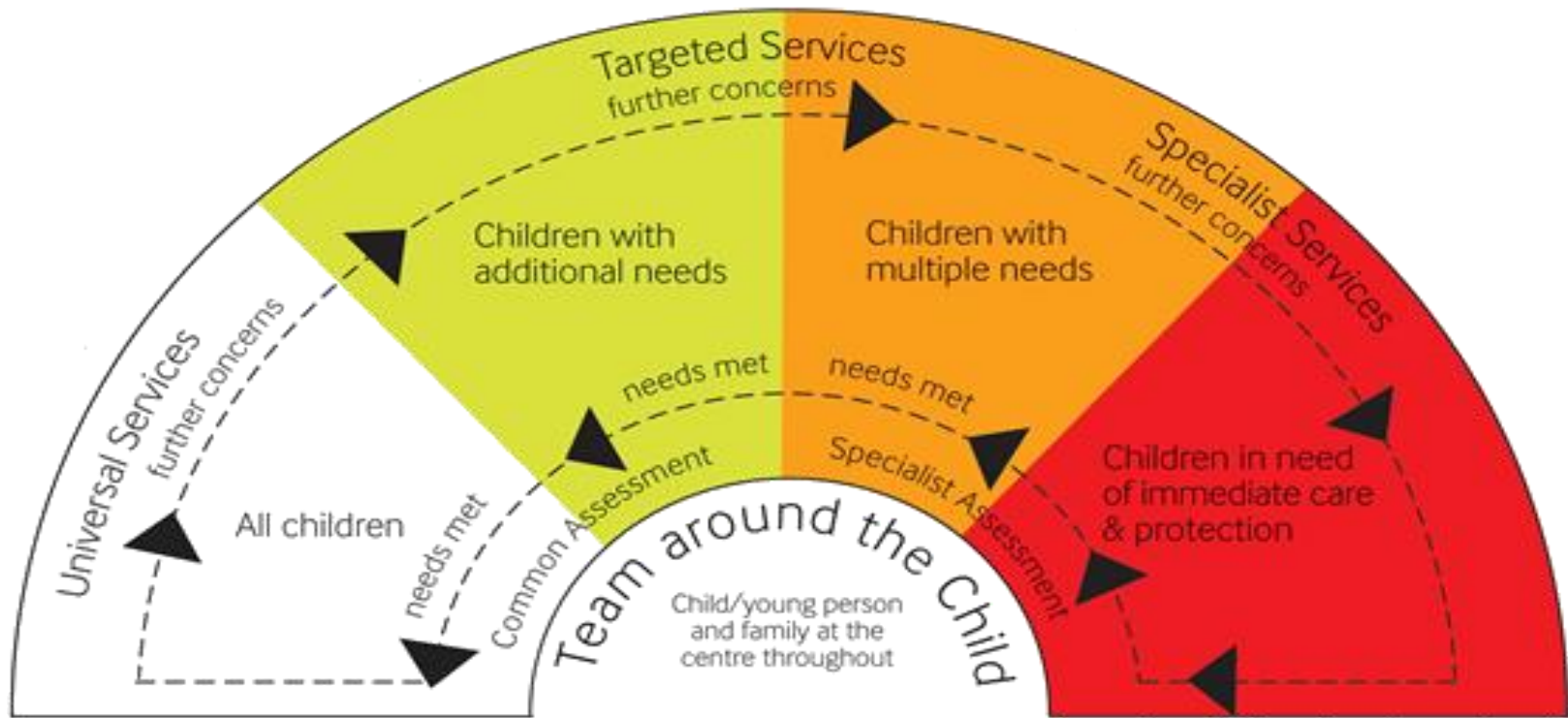


Designated Safeguarding Lead:
Richard Holloway



**Deputy Designated member of
staff responsible for
Safeguarding:**
Yvonne Rippon





How do we help protect children?



Student Concern Form

This form can be used to report any concerns you may have, as an alternative method to reporting in person to an adult.

Concerns raised can be about yourselves, a peer or another person in your life. Concerns can be about issues in or out of school.

Please be aware, if you report a safeguarding concern, we may have to pass the concern onto your parents or the relevant agencies to seek support. We cannot always keep the information you provide confidential, especially when you or another student may be at risk.

Please only use this form for genuine concerns. Results will be monitored and all concerns will be taken seriously.

Remember our school safeguarding motto : If in doubt, speak out!

****The results of this form are not monitored daily, should your concern be urgent, relating to an immediate risk, DO NOT use this form, instead seek immediate, in person support from an adult.**





Richard Lander School



SAFEGUARDING

If in doubt, speak out.

If you see something, say something.

We are a nurturing school and as a school community we look after and support each other.

Please speak to our Designated Safeguarding Lead, Designated Teacher for Children in Care &

Richard Lander School



Finding your way...

Student Support on offer at Richard Lander School

Tutor

Your tutor is someone you see everyday! They are a friendly face who is always available for you to talk to.

HOY

Your HOY within Student Support is able to listen and help you with any problem you may have. They can also signpost you to external agencies.

Teacher

Teachers can also offer support. You can speak to any teacher, ELT or SLT regarding any issue. If they cannot deal with it for you, they can signpost you to someone who can.

LRSC

The LRSC; Learning Resource Support Centre offers a quiet space at break and lunchtime as well as support with homework, access to books / ICT, exam access arrangements and support, dyslexia resources and much more.

TAs

You may have a teaching assistant in your lessons, they can become one of your everyday support systems. Pop along to the LRSC any tutor time, break or lunchtime.

Clubs

Weekly clubs / groups run in school at lunchtimes and after school. Please see the termly clubs booklet for more details.

PP:ELM

Miss Carr provides support for Pupil Premium students. This can include revision and homework support, intervention, improving attendance and much more. Drop in sessions are before school, break and lunch time in the ELM office.

ERWM

Mrs Matevesi our emotional resilience wellbeing mentor, offers a range of interventions. Drop in times are before school, break time and lunchtime in the TIS room; next to the staff room.

DDSL

Deputy Designated safeguarding lead; Mrs Rippon; You can speak to her about anything that may be worrying you. You can pass on anything about yourself or another student who may be at risk.

Regular Parent Updates via email

The infographic is presented as a web browser window. The title bar shows icons for file operations and a navigation bar with a page indicator '4 / 15'. The main heading is 'What children find hard about having these conversations and how to make it easier'. The content is organized into two rows of numbered tips, each preceded by a thought bubble indicating a challenge. The background is decorated with various icons related to technology and communication.

What children find hard about having these conversations and how to make it easier

It's awkward / embarrassing

- 1** Start conversations early, before your child gets a phone or social media account. Keep the conversation going over time, adapting to your child. Don't let awkwardness or 'taboo' subjects build. The [Thinkuknow](#) website has age-appropriate conversation-starters.
- 2** Keep it casual, find everyday opportunities to speak about relationships and the online world – like when you're walking or driving somewhere. Young people told us that they didn't want 'the big talk'!
- 3** Use your own experiences, be vulnerable. Share your own memories and experiences of being a child/teen. You could talk about something that happened when you were young, and how different it might have been if it had ended up online.
- 4** If you don't know how to start, try watching an [AsktheAwkward](#) video together – use this to open up a conversation and ask them questions.
- 5** It's okay to laugh! Our young people told us that laughing with their parent can break tension and makes everyone feel more comfortable – they don't want you to be too serious or scary.

Parents don't know enough

- 1** Young people want their parents to learn about new technology and trends, including risky behaviours and dangerous spaces online. We share links to brilliant resources and expert organisations at the end of this guide.
- 2** If you're not sure, ask your child. *Allow them to be the expert.* Our young people told us this is a really simple way to build mutual trust.
- 3** If you're still not sure, ask a teacher or trusted professional. They will be able to point you in the right direction for extra advice and support.
- 4** Be involved in your child's decision-making early on. Young people told us that parents who took an active interest early on were far better equipped to step in when things went wrong.

- 1** Create a safe and trusting home
- 2** Before punishing them and taking
- 3** Be ready to step in and help if
- 4** Be honest and explain. If you take
- 5** Establish ground rules and agree

SELF-CARE BINGO



TOOK A
SHOWER

GOT
DRESSED

CAUGHT UP
WITH FRIENDS

PROCESSED
MY FEELINGS

COMPLIMENTED
MYSELF

GOT 8 HOURS
OF SLEEP

MEDITATED

COOKED A
HEALTHY MEAL

EXERCISED

APPLIED A
FACE MASK

TOOK
A BREAK

DRANK
WATER

Free

SOCIAL
MEDIA BREAK

TREATED
MYSELF

COMPLIMENTED
SOMEONE

PLAYED WITH
MY PET

TAMED
NEGATIVE
THOUGHTS

HUGGED
A FRIEND

DROPPED
A HABIT

TOOK A MENTAL
HEALTH DAY

SPENT TIME
WITH NATURE

DECLUTTERED
MY SPACE

WROTE IN
MY JOURNAL

PRACTICED
COMPASSION

TIPS FOR GETTING AND STAYING MOTIVATED

SET GOALS:

When you set a goal, you make a decision to act in a way that will help you achieve what you want. Goals give you a direction to focus on – one that's measurable and has an endpoint.

CHOOSE GOALS THAT INTEREST YOU:

You're much more likely to stay motivated if you're working towards something that you genuinely want to do or achieve, rather than what other people want for you.

FIND THINGS THAT INTEREST YOU WITHIN GOALS THAT DON'T:

Sometimes other people set goals or tasks for us that we don't find interesting or want to do. Try and find something within that task that does motivate you.

MAKE YOUR GOAL PUBLIC:

If you tell someone or write down your goal, you've essentially made a promise to keep your word and try achieve it.

PLOT YOUR PROGRESS:

When you're working towards something, it can be really motivating if you can see evidence that you're making progress.

BREAK UP YOUR GOAL:

Start with easier tasks and work your way up to bigger challenges. Breaking up a task in your mind into achievable chunks helps build confidence.

USE REWARDS:

Promise yourself some sort of reward each time you complete a step/task.

DON'T DO IT ALONE:

Other people's encouragement to keep going can be a big boost to your motivation.

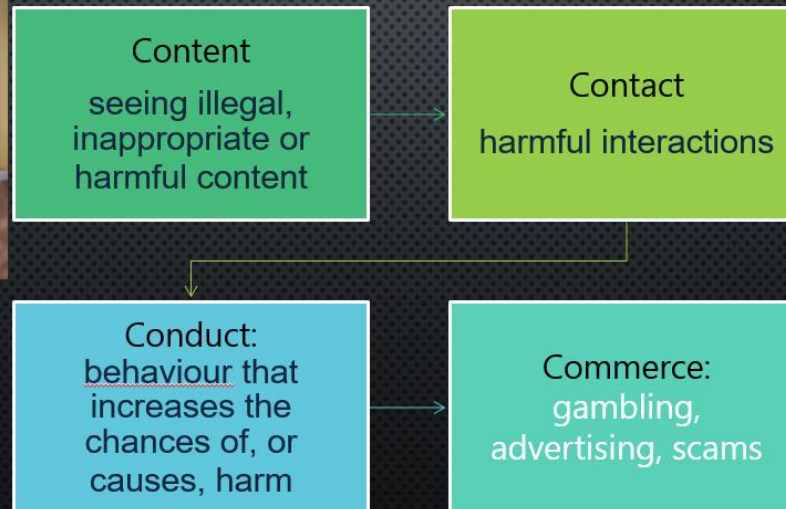




ONLINE SAFETY THE 4 C'S



TECHNOLOGY IS A SIGNIFICANT PART OF MANY
SAFEGUARDING ISSUES



Who will my child be able to speak to?

Tutors

Student support

Heads of Community

Teaching Assistants

Any teacher

Yvonne Rippon (Deputy DSL)

Richard Holloway (DSL)

Who can I speak to?

Tutors

Student support

Heads of Community

Yvonne Rippon (Deputy DSL)

Richard Holloway (DSL)

Out of school hours: MARU:

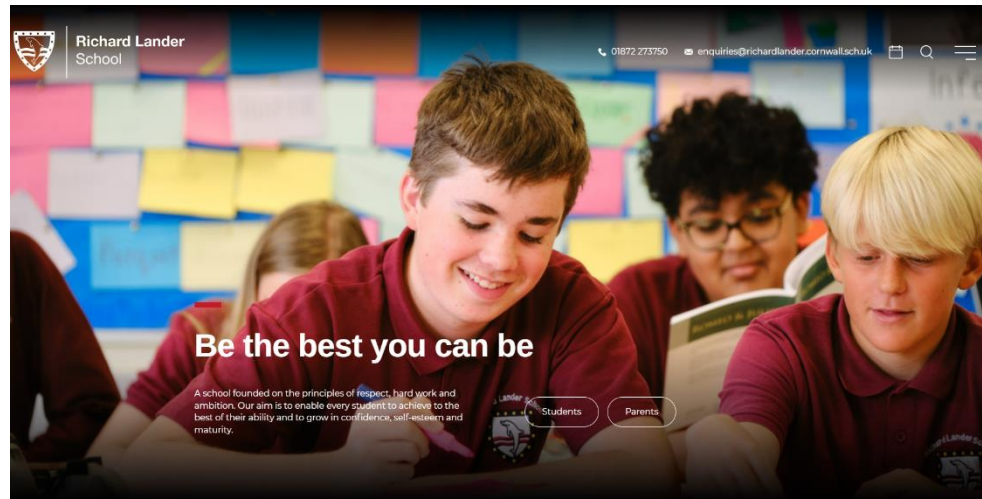
MARU: 0300 1231 116

Out of hours 01208 251300



3 really important ways we can work together:

1. Ensure we always have your most up to date contact details and **more than one contact person/number** listed for your child.
2. Contact the school with any concerns you may have, no matter how small you feel they are.
3. Check out our website in particular the parent section and safeguarding pages. Access the school bulletin and social media for school updates.



Our extracurricular programme

LUNCHTIME & AFTER SCHOOL

CLUBS

MONDAY LUNCHTIME

CLUB	TEACHER	WHEN	WHERE	WHO
SPANISH FOR FUN	Ms BENNETT	1 - 1:30PM	ROOM 121	KS3
FRENCH FOR FUN	Ms BENNETT	1 - 1:30PM	ROOM 122	KS3
DRAMA CLUB	Ms CHARLESTON	1:15 - 2PM	ROOM 130	YEAR 7
BOYS CHOIR	Miss JONES / Miss FOXON / Mr GIBBONS	1:30 - 2PM	MUSIC DEPARTMENT	ALL YEAR GROUPS

MONDAY AFTER SCHOOL

CLUB	TEACHER	WHEN	WHERE	WHO
YEAR 11 BUSINESS REVISION	Mrs FORD	3 - 4PM	ROOM 118	YEAR 11
PHOTOGRAPHY GCSE SUPPORT	Ms DALBY	3 - 4PM	ROOM 232	YEAR 11
GCSE/BTEC MUSIC support	Miss JONES	3 - 4PM	MUSIC DEPARTMENT	KS4
NETBALL	PE	3:15 - 4:30PM	PE DEPARTMENT	KS4
COMPETITIVE GYMNASTICS	PE	3:15 - 4:30PM	PE DEPARTMENT	INVITE ONLY

TUESDAY LUNCHTIME

CLUB	TEACHER	WHEN	WHERE	WHO
YEAR 9 ENTERPRISE	Mrs FORD	1:05 - 2PM	ROOM 118	YEAR 9
YR 7 CHOIR	Miss FOXON	1:30 - 2PM	ROOM 127	YEAR 7
YR 8 & 9 CHOIR	Miss JONES	1:30 - 2PM	ROOM 126	YEAR 8 & 9

TUESDAY AFTER SCHOOL

CLUB	TEACHER	WHEN	WHERE	WHO
RLS YOUTH ACTIVISTS	Ms RICKATSON	3 - 3:45PM	ROOM 205	ALL YEAR GROUPS
BUSINESS COURSEWORK SUPPORT SESSIONS	Mrs FORD	3 - 4PM	ROOM 118	KS4 (must book place in advance)
LEARN ITALIAN	Ms BENNETT	3:15 - 4:15PM	ROOM 122	ANYONE LOOKING TO LEARN ITALIAN
NETBALL	PE	3:15 - 4:30PM	PE DEPARTMENT	YEAR 7 & 8
RUGBY	PE	3:15 - 4:30PM	PE DEPARTMENT	YEAR 8 - 11

WEDNESDAY LUNCHTIME

CLUB	TEACHER	WHEN	WHERE	WHO
ORCHESTRA	Miss JONES	1 - 2PM	MUSIC DEPARTMENT	ALL YEAR GROUPS
SAMBA BAND	Mr GIBBONS	1:15 - 2PM	ROOM 127	ALL YEAR GROUPS

WEDNESDAY AFTER SCHOOL

CLUB	TEACHER	WHEN	WHERE	WHO
ECO TEAM	Mrs BOASE	3 - 3:45PM	ROOM 203	ALL YEAR GROUPS
DT YR11 FOOD CATCH UP	Mrs JONES	3 - 4PM	ROOM 217	YEAR 11
CHILD DEVELOPMENT SUBJECT CATCHUP	Mrs JONES	3 - 4PM	ROOM 217	YEAR 10
ART GCSE SUPPORT	Ms DALBY	3 - 4PM	ROOMS 230 & 231	KS4
KS3 ART CLUB (WEEK 8 ONLY)	Ms DALBY	3 - 4PM	ROOM 229	KS3
NETBALL	PE	3:15 - 4:30PM	PE DEPARTMENT	YEAR 9
RUGBY	PE	3:15 - 4:30PM	PE DEPARTMENT	YEAR 7

THURSDAY LUNCHTIME

CLUB	TEACHER	WHEN	WHERE	WHO
ROCK BAND	Ms BENNETT	1 - 1:30PM	MUSIC DEPARTMENT	KS3
JAZZ BAND	Mr GIBBONS	1:15 - 2PM	DANCE STUDIO	ESTABLISHED MUSICIANS
MUSIC THEORY CLUB	Mrs RHODES	1:30 - 2PM	DANCE STUDIO	ALL YEAR GROUPS

THURSDAY AFTER SCHOOL

CLUB	TEACHER	WHEN	WHERE	WHO
PHOTOGRAPHY GCSE SUPPORT	Ms DALBY	3 - 4PM	ROOM 232	YEAR 10

FRIDAY LUNCHTIME

CLUB	TEACHER	WHEN	WHERE	WHO
MINICRAFT CLUB (coming soon)	Mr GRIFFITHS	TBC	TBC	TBC
KS4 CHOIR	Miss JONES / Miss FOXON	1 - 1:30PM	MUSIC DEPARTMENT	KS4
KS3 ROCK BANDS (coming soon)	Mr THOMAS	1 - 2PM	MUSIC DEPARTMENT	KS3

FRIDAY AFTER SCHOOL

CLUB	TEACHER	WHEN	WHERE	WHO
CHILD DEVELOPMENT SUBJECT CATCHUP	Mrs KNIGHT	3 - 4PM	ROOM 117	KS4

PE and School Sport



Key Stage 3

Key Stage 4

Lunchtime Clubs – Autumn Term 2025

	Key Stage	Timings	Lunch arrangements	Activity/Facility	Changing & Meet	Staff Member
Monday	3	1.15-1.57	Students should have lunch at 1pm	Netball/Courts	No changing, meet in the changing rooms	NTO, LCK, LST
				Basketball/Sportshall Year 9 only	No changing, meet in the sportshall.	JWI (A) NST (B)
				HRF – Group 3 only	No changing, meet in the HRF room	EHU
				Dodgeball/Gym Year 7 only	No changing, meet in the Gym	HAN
Tuesday	4	1.03 – 1.45	Students should have lunch at 1.45	Basketball/Sportshall Year 10 only	No changing, meet in the sportshall.	RPR
				Mixed Hockey/Astro.	No changing, meet in the Gymnasium	NST
				HRF – Group 2&3 Boys only	No changing, meet in the HRF room	JWI
Wednesday	3	1.15-1.57	Students should have lunch at 1pm	Basketball/Sportshall Year 8 only	No changing, meet in the sportshall.	JWI
				HRF – Group 3 only	No changing, meet in the HRF room	LST
				Boys Hockey/Astro.	Meet in the changing rooms.	NST
Thursday	3	1.15-1.57	Students should have lunch at 1pm	Girls Active – Group 2 & 3 Girls only	No changing, meet in the Gym	LCK
				Girls Football/Astro.	No changing, meet at the astro.	NTO/RPR
				Basketball/Sportshall Year 7 only	No changing, meet in the sportshall.	HAN
Friday	4	1.03 – 1.45	Students should have lunch at 1.45	Girls Football/Astro.	No changing, meet at the astro.	NTO/EHU
				Basketball/Sportshall Year 11 only	No changing, meet in the sportshall.	JWI
				Dodgeball/Gym Year 10 only	No changing, meet in the Gym	NST

Clubs are open to both boys and girls unless otherwise stated. Students must be on the register for the club should they wish to attend.

PE and School Sport



Key Stage 3

Key Stage 4

Key Stage 3 & 4

After-school Clubs – Autumn Term 2025



	Year group	Timings	Activity	Facility	Staff Member
Monday	Years 10 & 11	3.15 – 4.15	Netball	Sportshall	LST
	Years 7, 8 & 9	3.15 – 4.15	Girls Football	Astro./Fields	RPR, HAN, THA, NTO
Tuesday	Years 7, 8, 9 and 10	3.15 – 4.15	Rugby	Fields	RPR, JWI, NST, JBR, RJE, HNA
	Year 8 & 9	3.15 – 4.15	Netball	Sportshall/courts	NTO/EHU
Wednesday	Years 7-11 (Competition only)	3.15 – 4.15	Gymnastics	Gymnasium	EHU
	Year 7	3.15 – 4.15	Netball	Sportshall/courts	LCK/LST
Thursday	Years 7-11	3.15 – 6 (Depending on venue and travel)	Rugby & Netball Fixtures	Schools Fields/Courts	All PE staff
Friday	Years 7-11 (Invite only)	3.15 – 4.15	Performance Netball	Sportshall/courts	NTO
	Years 8-11 (Competition only)	3.15 – 4.15	Trampolining	Gymnasium	EHU



Clubs are open to both boys and girls unless otherwise stated. Students must be on the register for the club should they wish to attend.

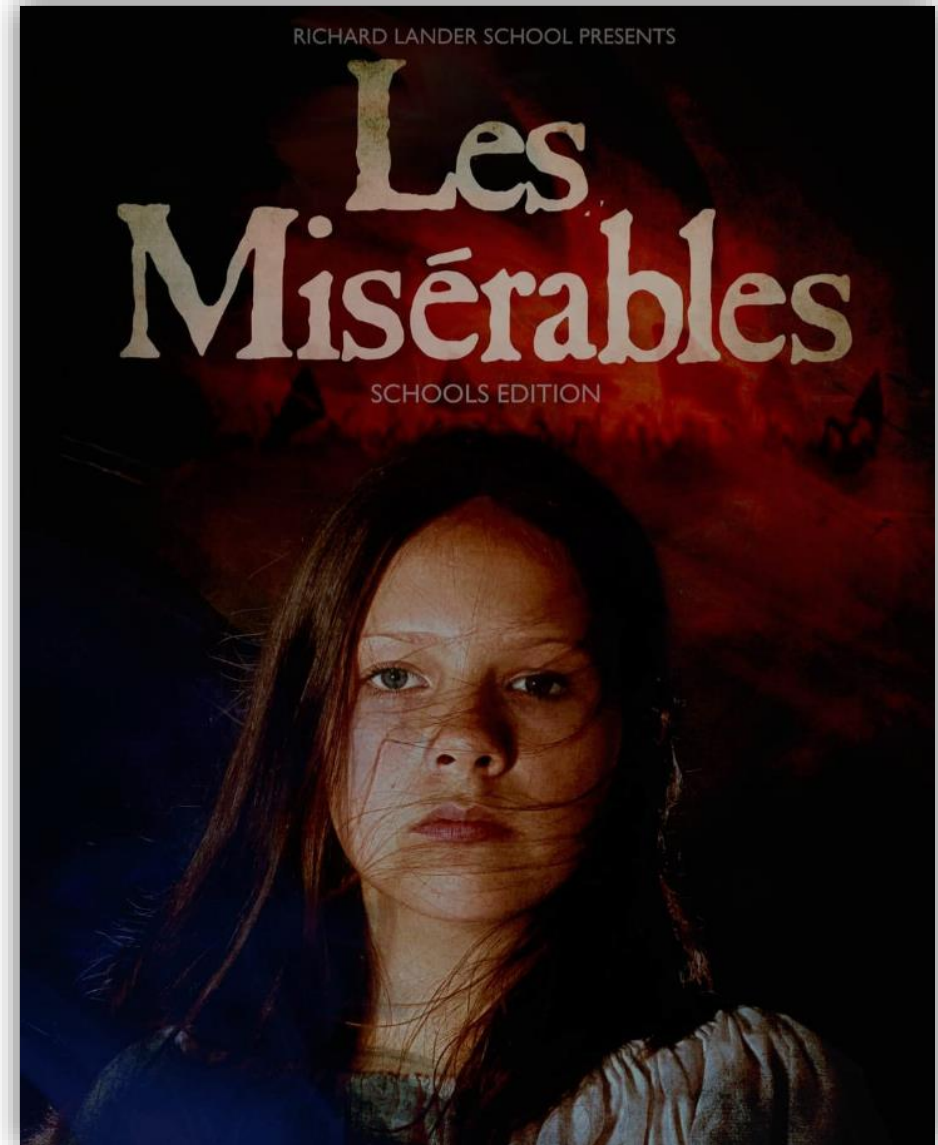
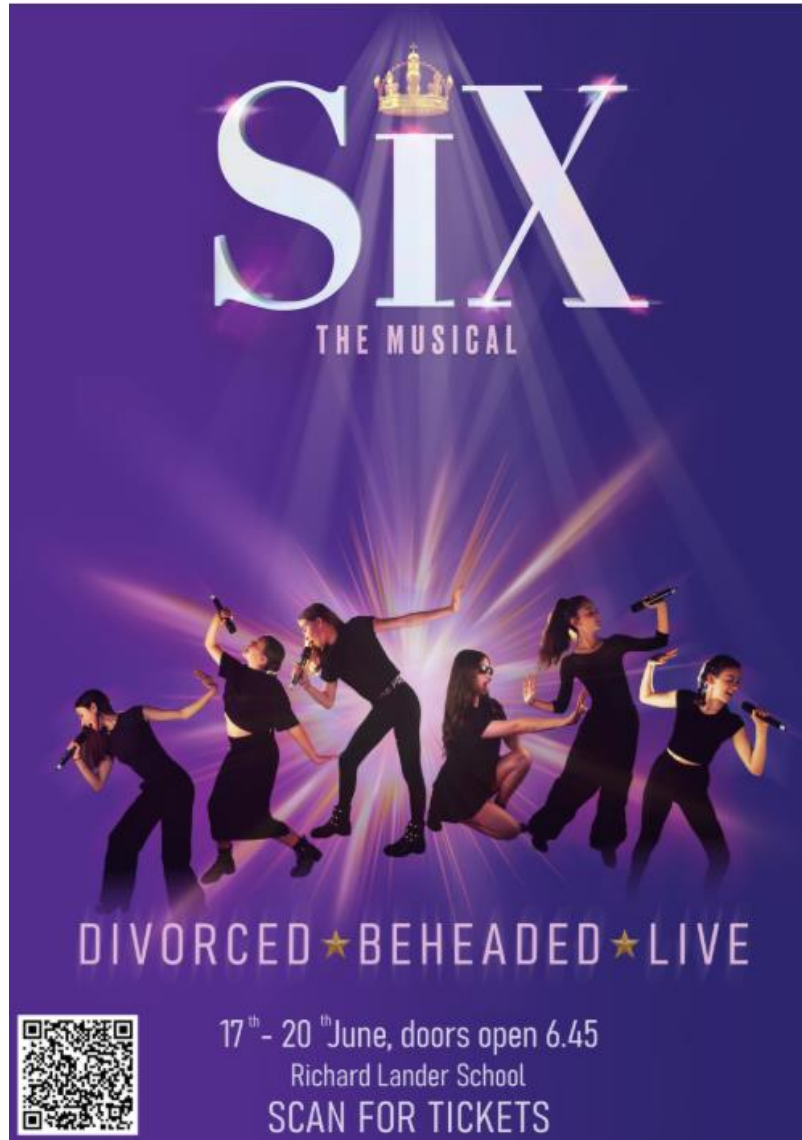
Our extracurricular programme - Music

Day	Room & Time	Teacher	Club	Information
Monday	126 1.30pm	Miss Jones	Whole School Choir	Students from years 7 to 11 are welcome to join.
Monday	Practice Rooms 3pm	Miss Jones	Rock Band Club	All rockers are welcome to come and form a band, or practice with one they have already set up! This is a club to enhance pre-existing instrumental and vocal skills
Wednesday	127 1.30pm	Mrs Munns	Y7 Club Choir	Year 7 choir is strictly for year 7s to help them settle into the RLS way of life.
Wednesday	126 1.30pm	Miss Jones	Orchestra	All instrumentalists welcome. Students from years 7 to 11 are welcome to join.
Wednesday	126 & 127 3-4pm	Miss Jones & Mrs Munns	KS4 Coursework completion time	All year 10 and 11 students who study GCSE or BTEC Music can have 1 to 1 time with their teacher, or have time to complete homework or practice. If students need an extra boost you may receive an automated email that your child is in 'catch up.' Please note KS4 students can stay any day after school to practice (please contact individual teacher to organise)
Thursday	126 1.30pm	Miss Jones	Selected Voices	An auditioned choir for Years 7-11.
Friday	126 1.30pm	Mrs Munns	Soul Band	An auditioned instrumental and vocal ensemble for Years 7-11.

Individual and group instrument lessons are available.

Monday after school ROCK CLUB! (Starting 15th September)
Y7 choir on Wednesdays at 130pm

Our extracurricular programme - Drama



Curriculum Enrichment Week

13th -17th July

Isles of Scilly Trip (Years 8 and 9)

Eden Project

Surfing Tuition

Tour of Skate Parks

Crealy Adventure Park

Beach Sports

Flambards

Paintball

Splashdown (Paignton)

Bishops Forum

Porthpean Outdoor

Cake Pops

Make your own Jewellery

Tree Surfing – Tavistock

Daily Sports Medley

Bissoe Trail

Lego Mindstorms

Drama Workshop

Dance Workshop

National Trust Day - St Michaels Mount

Circus Skills

Model Club

Arts Day

Heartlands & Swimming at

Carn Brea Leisure Centre

Local Walks

Glendurgan Gardens, Durgan

Beach & Pendennis Castle

Painted Silk Cards

Greenpower Team

Stithians Show

Horse Riding (Beginner)

Watersports at Loe Beach

Activities Week

18 hole Pitch & Putt

Woodlands Theme Park

Paignton Zoo

Coarse Fishing at Threemilestone

Longleat

Cycling the Camel Trail

Bodysurfing 'Handplane' Making Workshop

Segways at Goonhilly

Bubble Football

Football Golf

Italian Themed Cooking Day

Create and Make your Own Lampshade

Archery and Bushcraft Day

Roller Rink Disco

Daily Student Activity

Foraging and Wild Cooking

Horse Riding at Constantine (Advanced)



































Science Magic

Rugby Academy

Science Detective

Lanhydrock House

Foreign & Residential Extracurricular trips

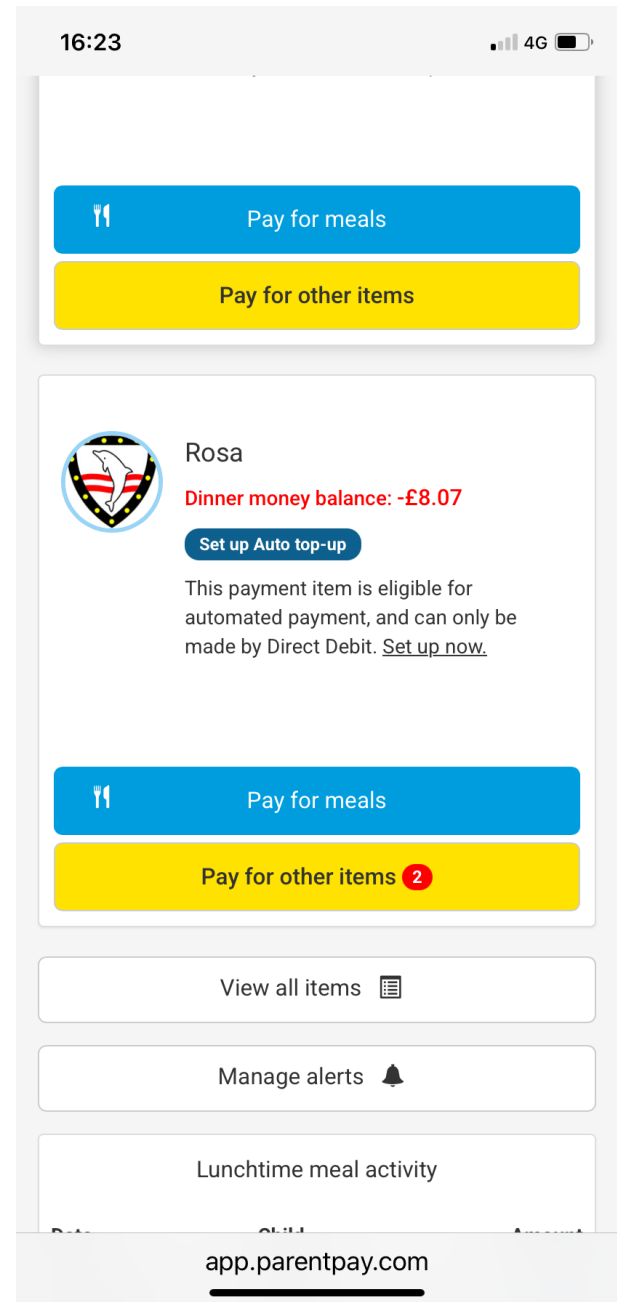
	Country	Trip	Month	Department	Y7	Y8	Y9	Y10	Y11	Time Away	APPROX COST
	ICELAND	ICELAND	FEBRUARY	GEOGRAPHY						3 Nights 4 Days	£1,200
	FRANCE	PARIS	FEBRUARY 2026/2028	LANGUAGES						4 Nights 5 Days	£800
	GERMANY	BERLIN	JUNE	HISTORY HUMANITIES						3 Nights 4 Days	£940
	SPAIN	BARCELONA	FEBRUARY 2027/ 2029	LANGUAGES						6 Nights 7 Days	£950
	INDIA	INDIA - DELHI	APRIL	CULTURAL						18 Days	£2,400
	FRANCE	ALPS ADVENTURE	JULY	ACTIVITIES WEEK						7 Nights 8 Days	£1,025
	ITALY	ITALIAN COAST FOOD TOUR	JULY	DT FOOD						5 Nights 4 Days	£995
	ITALY	VENICE	JULY	PE						3 Nights 4 Days	£995
	UK	LONDON	JULY	ACTIVITIES WEEK						3 Nights 4 Days	£650
	UK	DUKE OF EDINBURGH RESIDENTIAL	JULY	ACTIVITIES WEEK						1 Nights 2 Days	£60
	UGANDA	UGANDA	JULY	WORK EXPERIENCE						28 Days	£2,850
	THAILAND	THAILAND	JULY / AUGUST	LIFE EXPERIENCE TRIP						32 Days	£3,950

11. Image Consent:

- Photographs for in school printed material which could include wall displays and the school prospectus.
- Photographs for school digital media which could include social media – Facebook, Twitter – the school website and bulletin.
- Photographs for use by third parties to include local press.
- The school would like to keep photographs that celebrate student contribution of particular merit beyond the 5 years that students are with us. Consent may be refused or withdrawn at any time; if consent is withdrawn, we will delete the photograph or video and not distribute it further. I consent to Richard Lander School keeping photographs of particular significance after I have left the school. *

☐ Yes

☐ No



16:27

4G

View all items

Manage alerts

Lunchtime meal activity

Date	Child	Amount
10 Sep 25	Richard	£0.00
10 Sep 25	Rosa	£2.35
09 Sep 25	Richard	£0.00
09 Sep 25	Rosa	£2.79
08 Sep 25	Richard	No meal
08 Sep 25	Rosa	£2.35
05 Sep 25	Richard	£0.06
05 Sep 25	Rosa	£2.35
04 Sep 25	Richard	No meal
04 Sep 25	Rosa	No meal

Alerts & communications

Date	Type	Subject
No results have been found		

app.parentpay.com

16:27

4G

Help and guidance

Event time:
Lunch time

Week commencing:
08/09/2025

Show menu

Rosa's menu for week beginning 08 Sep 2025

< Previous week

Next week >

Please scroll across to view the remaining days of the week.

Mon 8 Sep	Tue 9 Sep
✓	✓
Lunch time	Lunch time
✓ Main Meal £2.35	✓ Main and Dessert £2.79

Print menu

Twitter

Facebook

LinkedIn

Terms & conditions

Privacy notice

Leave feedback

Use of cookies

Support

app.parentpay.com

16:24

4G

Active items

Filter by:
All item types

Rosa - School Meals for Richard Lander School

View

Balance: £31.93

Richard - School Meals for Richard Lander School

View

Balance: £10.51

New!

Rosa - Maths - KS3 Revision Guide&WB

View

New!

Rosa - Year 7 Lockers 2023

View

app.parentpay.com