



Guidance for Girls: **STAYING SAFE**

If you are:

- concerned about the way in which others behave towards you
- concerned about a friend or classmate
- see, read or hear something which is upsetting or that worries you

DON'T STAY SILENT

- ✓ **Let a member of staff know.** This could be:
 - your Form Teacher
 - any teacher
 - your Tutor
 - a member of staff in Reception
 - one of the Deputy Headteachers (Miss Jefford, Mr Parry or Mrs. Irons),
 - the Headmistress (Miss Bartholomew)
- ✓ Use the **Thought Box** in your classroom to write down and post your concern

REMEMBER:

- ✓ Read the '**What to do if....**' page in your student planner.
- ✓ If you are upset or made to feel uncomfortable - **walk away** quickly and confidently, even if you don't feel that way inside.
- ✓ Explain to the person who may be upsetting you that her words/actions are upsetting; she may not be aware of this.
- ✓ If you are different in any way, be proud of it – it's good to be an individual.
- ✓ If any girl is in any danger, **fetch help**.
- ✓ If a girl is upset, remain with her; your presence will help. Then tell a member of staff about what has happened.
- ✓ Show that you and your friends disapprove if someone is acting unkindly towards others.
- ✓ **Give sympathy and support** to other girls who may be upset.
- ✓ Be careful about teasing or making personal remarks. If you think someone might not find your comments funny don't say them.
- ✓ If you know of someone who is upset, worried or frightened tell someone. The person may be too scared or lonely to tell.
- ✓ If you are unsure where to go always report to the Senior or Prep School Office. (**Never cross the road alone**)