

Safeguarding at our Setting

- If you have any concerns about a student at this setting, please share this information with us straight away.
- Issues such as appearance, hygiene, behaviour, can be shared with teaching or support staff.
- Do not worry about reporting small matters – we would rather you tell us than miss a worrying situation.
- **If you think that a student or an adult who cares for them has been or might be harmed; please talk to a member of our trained safeguarding team immediately (details below).**
- You can ask any member of staff to find them and speak to you about a confidential and urgent matter.

- If you are unhappy with the way we have dealt with something, please tell us.
- If you wish to report it to us formally, please use our complaints procedure or write directly to the Head Teacher or Chair of Governors.
- A concern, allegation or disclosure of abuse involving someone working with children or adults in a paid or unpaid capacity **must** be reported directly to the Head Teacher, Principal or Senior Manager, unless it involves them and then it should be reported directly to the Chair of the Governing Body or Management Committee.

Our Head of School and Designated Safeguarding Lead is:

Name: **Jo Thorpe**
Tel: 0114 2483048



Our Executive Headteacher and Additional Designated Safeguarding Lead is:

Name: **Leyton McHale**
Tel: 07940552467



Our Learning Mentor and Additional Deputy Designated Safeguarding Lead is:

Name: **Shelly White**
Tel: 0114 2483048



Our Deputy Head of School and Additional Deputy Designated Safeguarding Lead is:

Name: **Jenni Shepherd**
Tel: 0114 2483048



Our Additional Deputy Designated Safeguarding Lead is:

Name: **Beckie Cottam**
Tel: 0114 2483048



Our Special Educational Needs Coordinator and Additional Deputy Designated Safeguarding Lead is:

Name: **Amanda Smith**
Their tel. no is: 0114 2483048



Our DSAT Attendance & Safeguarding Lead is:

Name: **Alison Hellewell**
Their tel. no is:

01709 718640 Option 4



The Safeguarding Children Team in our setting:

Executive Head/ Head of School:	Responsible for implementing policies and procedures, allocating resources to the safeguarding team and addressing staff safeguarding concerns. Name: Leyton McHale & Jo Thorpe Tel no: 0114 2480348
Designated Safeguarding Lead (DSL):	Teaching or pastoral staff from senior leadership team, responsible for all safeguarding issues, advising and supporting staff, liaising with the local authority and other agencies. Name: Leyton McHale & Jo Thorpe Tel no: 0114 2483048
Designated Safeguarding Deputy (DSD):	A teacher, support or pastoral worker, in a post which requires assessment of children, deputises for the DSL. Not an administrative or finance worker. Name: Shelly White and Jenni Shepherd Tel no: 0114 2483048
Child Sexual Exploitation (CSE) Lead:	Support for pupils and staff to understand CSE and related topics and how to refer. Name: Leyton McHale & Jo Thorpe Tel no: 0114 2483048
Special Educational Needs and Disabilities Coordinator (SENDCo):	Support for staff and other agencies working with pupils with special education needs and disabilities and their parents and carers. Name: Amanda Smith Tel no: 0114 2483048
Children Looked After (CLA) Designated Teacher:	Promotes the education of 'looked after' and previously 'looked after' children. Name: Jo Thorpe Tel no: 0114 2483048
Online-Safety Coordinator:	Develops and maintains a safe online culture within a setting, must also be a DSL/D Name: Jo Thorpe Tel no: 0114 2483048
Safeguarding/ Child Protection Governor:	Ensures there are appropriate policies and procedures in place, that they are being implemented and followed, and challenges deficiencies and weaknesses that are identified. Name: Alison Hellewell Tel no: 01709 718640 Option 1
Chair of Governors/ Management Committee:	Leads on safe recruitment and allegations of abuse against Head Teacher/Principal/Senior Manager and other staff and liaises with Local Authority Name: Alison Adair Tel no: 01709 718640 Option 1
SENDCo Governor:	Link between the SEND Coordinator (SENDCO) and the governing body/management committee Name : Alison Adair Tel no: 01709 718640 Option 1
Learning Mentor (or equivalent):	Develops strategies and support to help pupils achieve their full potential. Name: Shelly White Tel no: 0114 2483048
Education Welfare Officer (or equivalent):	Addresses difficulties preventing pupils from attending school. Name : Alison Hellewell Tel no: 01709 718640 Option 2
Counsellor:	Provides mental health support and advice to pupils. Name : Jo Thorpe Tel no: 0114 2483048
Medical Practitioner:	Supports pupils' medical needs, ill health absence, medicines and individual healthcare plans. Name : Amanda Smith Tel no: 0114 2483048

