

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 Designated Safeguarding Lead is:

Name: **Karen Miller**
Their office is located **next to the main school office**
Their tel. no is 01142344461



Our Designated Safeguarding Deputy is:

Name: **Maureen Andrews**
Their office is located **next to the main school office**
Their tel. no is 07940552467



Our Designated Safeguarding Deputy is:

Name: **Katie Hancock**
Their office is located **next to the main school office**
Their tel. no is 01142344461



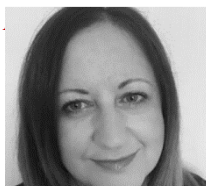
Our Special Education Needs Coordinator is:

Name: **Katie Hancock**
Their office is located **next to the main school office**
Their tel. no is 01142344461



Deputy CEO and Trust Lead for Safeguarding

Name: **Alison Adair**
Their tel. no is 01709718640 (option 1)



The Safeguarding Children Team in our setting:

Executive Head	Responsible for implementing policies and procedures, allocating resources to the safeguarding team and addressing staff safeguarding concerns. Name: Maureen Andrews Tel no: 07940552467
Head of School	Responsible for implementing policies and procedures, allocating resources to the safeguarding team and addressing staff safeguarding concerns. Name: Karen Miller Tel no: 01142344461
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: Karen Miller Tel no: 01142344461
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: Katie Hancock Tel no: 01142344461
Child Sexual Exploitation (CSE) Lead:	Support for pupils and staff to understand CSE and related topics and how to refer. Name: Karen Miller Tel no: 01142344461
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: Katie Hancock Tel no: 01142344461
Children Looked After (CLA) Designated Teacher:	Promotes the education of 'looked after' and previously 'looked after' children. Name: Karen Miller Tel no: 01142344461
Online-Safety Coordinator:	Develops and maintains a safe online culture within a setting, must also be a DSL/D Name: Karen Miller Tel no: 01142344461
Early Years Foundation Stage (EYFS) Lead	Supports staff to keep pupils up to 5 years old safe and well. Name: Laura Wilcock Tel no: 01142344461
Safeguarding/ Child Protection Trust	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 Adair Tel no: 01709718640
Chair of Local School Board	Leads on safe recruitment and allegations of abuse against Head Teacher/Principal/Senior Manager and other staff and liaises with Local Authority Name: Duncan Payne

Learning Mentor
(or equivalent):

Develops strategies and support to help pupils achieve their full potential.

Name: Emma Tweddle

Tel no:01142344461

Snapshot of our Setting

Our setting:

- We have ? pupils here.
- We have ? staff working here?
- % of pupils join/leave during term time because ?
- Our attendance figures last year were ?
- ? were persistently absent last year i.e., less than 85% attendance

Our diversity:	<ul style="list-style-type: none"> • The communities our pupils are from are ? • We celebrate the following religions ? • We speak the following languages ? • ?% of our pupils speak English as an additional language (EAL) • ?% of our pupils are known to have a disability • ?% of pupils are new arrivals to the country
Special educational needs and disabilities (SEND):	<ul style="list-style-type: none"> • ? pupils receive SEND support. • ? pupils have a MyPlan. • ? pupils have an Education, Health and Care Plan
Pupil support:	<ul style="list-style-type: none"> • ? of our pupils are eligible for the Pupil Premium: <ul style="list-style-type: none"> ○ ? have free school meals. ○ ? are Looked After Children ○ ? are from service families. • ? pupils have a Pastoral Support Plan • ? pupils were excluded in the last year
Activities at our setting:	<p>We help to safeguard our pupils by providing the following activities: (delete or add as necessary)</p> <ul style="list-style-type: none"> • Breakfast Club • After School Club • Homework/coursework support • Rainbows (children affected by divorce, bereavement etc.) • Healthy eating campaigns • Social Emotional Aspects of Learning (SEAL) • Peer mentoring & buddying schemes • Circle of friends • Focus groups

Information about how we safeguard children, young people & their families can be found on our website at: *(insert link for your settings website)*

Please also look at the information on the [Safeguarding Sheffield Children Partnership](#) website