

# Safeguarding Policy Front Sheet

**Name of Education Setting: Grace Owen Nursery School**

We all have a statutory duty to “safeguard and promote the welfare of children”, ([Working together to safeguard children, DfE 2018](#)) up to the age of 18 years.

If you have any concerns about the health and safety of a child or young person at this education setting or feel that something may be troubling them, you should share this information with an appropriate member of staff straight away.

Some issues such as a child’s appearance, hygiene, general behaviour, can be shared with any teacher or member of support staff in this setting. Do not worry about reporting small matters – we would rather that you tell us things which turn out to be small than miss a worrying situation.

**However, if you think that a child, a young person or an adult who cares for them has been or might be harmed; please talk to one of the people below immediately.**

**You can ask any member of staff to find them and ask them to speak to you straight away about a confidential and urgent matter.**

## The people you can talk to are:



### Our Designated Safeguarding Lead is:

Name: Nancy Farrow

Their office is in the school entrance

Their tel. no 0114 2722541



### Our Designated Safeguarding Deputy is:

Name: Leonie Matthews

Their office is in the school entrance

Their tel. no 0114 2722541

An 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.

*This document can be laminated & given to parents, supply staff & visitors at your building reception, to help them to identify your safeguarding team quickly & share information easily*

## The Safeguarding Children Team in your setting includes:

**Head Teacher:** responsible for implementing policies & procedures, allocating resources to the safeguarding team & addressing staff safeguarding concerns.

Name: Nancy Farrow Tel no: 01142722541

**Designated Safeguarding Lead (DSL):** teaching or pastoral staff from senior leadership team, responsible for all safeguarding issues, advising & supporting staff, liaising with the local authority & other agencies.

Name: Nancy Farrow Tel no: 01142722541

**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: Leonie Matthews Tel no: 01142722541

**Child Sexual Exploitation (CSE) Lead:** support for pupils & staff to understand CSE & related topics & how to refer

Name: Nancy Farrow Tel no: 01142722541

**Special Educational Needs & Disabilities Coordinator (SENDCo):** support for staff & other agencies working with pupils with special education needs & disabilities and their parents & carers

Name: Nancy Farrow Tel no: 01142722541

**Learning Mentor (or equivalent):** develops strategies & support to help pupils achieve their full potential

Name: Nancy Farrow/Amy White Tel no: 01142722541

**Looked After Children (LAC) Designated Teacher:** promotes the education of 'looked after' children

Name: Nancy Farrow Tel no: 01142722541

**Online-Safety Coordinator:** develops & maintains a safe online culture within a setting

Name: Nancy Farrow Tel no: 01142722541

**Education Welfare Officer (or equivalent):** addresses difficulties preventing pupils from attending school

Name: Nancy Farrow Tel no: 01142722541

**Counsellor:** provides mental health support and advice to pupils

Name: Nancy Farrow Tel no: 01142722541

**Early Years Foundation Stage (EYFS) Lead:** supports staff to keep pupils up to 5 years old safe and well

Name: Nancy Farrow Tel no: 01142722541

**Medical Practitioner:** supports pupils medical needs, ill health absence, medicines & individual healthcare plans

Name: Nancy Farrow Tel no: 01142722541

## Your Safeguarding Children Team also links in with the:

**Safeguarding/Child Protection Governor:** ensures there are appropriate policies & procedures in place, that they are being implemented & followed, & challenges deficiencies & weaknesses that are identified.

Name: Alison Cartwright Tel no: 01142722541

**Chair of Governors/Management Committee:** leads on safe recruitment & allegations of abuse against Head Teacher/Principal/Senior Manager & other staff & liaises with Local Authority

Name: Lynne Truelove Tel no: 01142722541

**SENDCo Governor:** link between the SEND Co-ordinator (SENDCO) and the governing body/management committee

Name: Alison Cartwright Tel no: 01142722541