How our Setting Safeguards Students

We understand that safeguarding and promoting the welfare of children is everyone's responsibility and fully endorse the core principles of safeguarding:

- Protecting children from maltreatment (***A child is anyone under 18 years old)***
- Preventing impairment of children's mental and physical health or development
- Ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and
- Taking action to enable all children to have the best outcomes.

We are child-centered and we will always promote students' health, well-being, personal and emotional development.

Information about how we safeguard children, young people & their families can be found on our website at:
Safeguarding | Carfield Primary School https://www.carfieldprimary.co.uk/safeguarding

Please also look at the information on the Safeguarding Sheffield Children Partnership website

We create a safe, inclusive learning culture where students;

- Are respected and protected from bullying and discrimination.
- Can talk and express views, be listened to and get feedback.
- Have their needs met and fulfil their potential?
- Know how to get help.
- Know when discussion is confidential.
- Learn about online-safety, bullying, healthy relationships, abuse, neglect, exploitation

We work in partnership with parents and carers by offering;

- Open, honest, and respectful relationships
- Comfort and privacy to talk and get advice.
- Involvement and inclusion at all stages of student's education and care
- Understanding of culture and diversity
- Clear explanations and use of professional interpreters
- Up-to-date emergency contact details
- Information about our complaints procedure
Support and signposting to adult services if vulnerable

We promote early help and support by:

- Prompt identification and assessment of additional needs of all students and their family
- Putting ongoing support in place, with a clear planning and review cycle
- Sharing information appropriately with students, families and agencies
- Preventing concerns from escalating

We store and share information securely by:

- Following legislation and guidance
- Having appropriate IT filters and monitoring systems in place
- Explaining how, what, where and when information is shared.
- Maintaining detailed, accurate and secure written records of discussions, decisions and actions, and sharing appropriately

Our Safeguarding policies and procedures:

- Available publicly for students, families, staff
- Following National and SCSP guidance and arrangements (e.g. Keeping children safe in education)
- Include staff/pupil behaviour and relationships, and online communications.
- Updated annually

We have a coordinated approach to concerns:

- There is quick staff response to inform DSL/D about student concerns.
- There are timely referrals to Children's Social Care and Police where risk of significant harm exists.
- We work with all agencies to support students and families through multi-agency meetings e.g., child protection conferences, plans and actions

We have safe recruitment and management practices by ensuring that:

- Unsuitable people do not work with children.
- There is a positive, open culture and environment.
- Whistleblowing process for staff concerns about organisational practice are in place.
- All allegations of abuse by staff, carers or volunteers are reported using the correct procedures

Our trained volunteers, staff and management have:

- Clear safeguarding roles and responsibilities
- On-site safeguarding induction and refreshers
- High quality SCSP basic and advanced staff training
- Regular DSL/D staff safeguarding updates of skills and knowledge

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.
- 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.

Chair of Governors email address: chairgovernors@carfield.sheffield.sch.uk

Our Designated Safeguarding Lead is:	Our Chair of Governors is:
Name: Rachael Briggs Their office is located in the top building (SLT office) Their tel. no is 0114 2557534 	Name: Brendon Kenny Their tel. no is 0114 2557534 Their Email address is: chairgovernors@carfield.sheffield.sch.uk 
Our Head Teacher is:	**Our Special Education Needs Coordinators and Deputy Designated Safeguarding Lead are:**
Name: Hannan Mohammed Their office is located in the main building by reception. 	Name: Scarlett Daniels/ Isabelle Keally Their office is located in the top building (SLT office)  

Our Deputy Designated Safeguarding Lead is:

Name: Tim Shushman
Their office is located in the top building (SLT Office)



Our Deputy Designated Safeguarding Lead is:

Name: Chloe Saunders
Their office is located in the top building (SLT office)



Our EYFS Deputy Designated Safeguarding Lead is:

Name: Fran Gregory-Smith
Their office is located in the top building (SLT office)



Our Deputy Designated Safeguarding Lead is:

Name: Scarlett Daniels
Their office is located in the top building (SLT Office)



Our Deputy Designated Safeguarding Lead is:

Name: Adrianne Warwick
Their office is located in the main building (Inclusion Office)



Our Safeguarding Governor is:

Name: Adwina Smith
Their tel. no is 0114 2557534



Other useful numbers

NSPCC: 0808 800 5000
Sheffield Safeguarding Hub: 0114 2734855
South Yorkshire Police Prevent Team: 0800 78932
Local Authority Designated Officer (LADO): 0114 2734855

The Safeguarding Children Team in our setting:

Head Teacher/Principal/Senior Manager:	Responsible for implementing policies and procedures, allocating resources to the safeguarding team and addressing staff safeguarding concerns. Name: Hannan Mohammed Tel no: 0114 2557534
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: Rachael Briggs Tel no: 0114 2557534
Designated Safeguarding Deputies (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.# Names: Hannan Mohammed / Tim Shushmans Scarlett Daniels / Chloe Saunders Fran Gregory-Smith / Adrianne Warwick Isabelle Keally They can all be contacted on: 0114 2557534
Child Sexual Exploitation (CSE) Lead:	Support for pupils and staff to understand CSE and related topics and how to refer. Name: Rachael Briggs Tel no: 0114 2557534
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: Scarlett Daniels/ Isabelle Keally Tel no: 0114 2557534
Children Looked After (CLA) Designated Teacher:	Promotes the education of 'looked after' and previously 'looked after' children. Name: Rachael Briggs Tel no: 0114 2557534
Online-Safety Coordinator:	Develops and maintains a safe online culture within a setting, must also be a DSL/D Name: Chloe Saunders Tel no: 0114 2557534
Early Years Foundation Stage (EYFS) Lead	Supports staff to keep pupils up to 5 years old safe and well. Name: Fran Gregory Tel no: 0114 2557534
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: Adwina Smith Tel no: 0114 2557534
Chair of Governors/	Leads on safe recruitment and allegations of abuse against Head Teacher/Principal/Senior Manager and other staff and liaises with Local Authority Name: Brendon Kenny Tel no: 0114 2557534
SENDCo Governor:	Link between the SEND Coordinator (SENDCO) and the governing body/management committee Name: Andre Farret Tel no: 0114 2557534