

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: **Mrs Patricia Harrand**
Their office is located next to the main office
Their tel. no is [0114 2692773](tel:01142692773)



Our Designated Safeguarding Deputy is:

Name: **Mrs Emily Loveridge**
Their classroom is Year 4
Their tel. no is [0114 2692773](tel:01142692773)



Our Head Teacher & Designated Safeguarding Deputy is:

Name: **Mrs Debra McFarlane**
Their office is located next to Y6 classroom
Their tel. no is [0114 2692773](tel:01142692773)



Our Special Education Needs Coordinator is:

Name: **Mrs Hannah Fern**
Their office is located in the stable block
Their tel. no is [0114 2692773](tel:01142692773)



Online-Safety Coordinator is:

Name: **Mr Thomas Findler**
Their classroom is Reception
Their tel. no is [0114 2692773](tel:01142692773)



Our Chair of Governors & Safeguarding Governor is:

Name: **Rev Mr Simon Hegarty**
They can be contacted via the school office or governors@st-josephs.sheffield.sch.uk
Their tel. no is [0114 269277](tel:0114269277)



Snapshot of our Setting

Our setting:	<ul style="list-style-type: none"> • 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

<p>Special educational needs and disabilities (SEND):</p>	<ul style="list-style-type: none"> • ? pupils receive SEND support. • ? pupils have a MyPlan. • ? pupils have an Education, Health and Care Plan
<p>Pupil support:</p>	<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
<p>Activities at our setting:</p>	<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
<p>Information about how we safeguard children, young people & their families can be found on our website at: <i>(insert link for your settings website)</i></p> <p>Please also look at the information on the Safeguarding Sheffield Children Partnership website</p>	