

Woodhouse West Primary School

We all have a statutory duty to 'safeguard and promote the welfare of children'. (Working together to safeguard children, DfE 2023)

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, behaviour, can be shared with teaching or member of support staff in this setting. Do not worry about reporting small matters – we would rather you tell us things which turn out to be small than miss a worrying situation.

However, 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 ask them to speak to you straight away about a confidential and urgent matter.

The people you can talk to are:

Our Head Teacher is:

Name: **Anne-Marie Bailey**

Tel Number: 07984185637 / 0114 2692602

Our Designated Safeguarding Lead is:

Name: **Anne-Marie Bailey**

Tel Number: 07984185637 / 0114 2692602



Our Designated Deputy Safeguarding Leads:

Names: **Claire Kirby, Hannah Rimmer & Leigh Rimmer**

Tel Number: 0114 2692602



Our Special Education Needs Coordinators are:

Name: **Russell Jones-Davies & Rachel Grimes**

Tel Number: 0114 2692602



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 Chair of Governors is:

Name: **Mark Jacobi**

Tel: Via the school office- 0114 2692602

Our Safeguarding Governor is:

Name: **Lucy McGann**

Tel: Via the school office- 0114 2692602

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.