



St John Fisher Primary – A Catholic Voluntary Academy

Spring Water Avenue, Sheffield S12 4HJ | enquiries@st-johnfisher.org | 01142485009



If there are any concerns about a pupil in our community please share it with us straight away. Issues such as appearance, hygiene, behaviour can be symptomatic of wider issues and so should be shared with teaching or support staff. Please do not worry about reporting small matters, we would rather you tell us than miss anything.

If you think that a student (or an adult who cares for them) has been or might be harmed, please tell a member of our trained safeguarding team immediately (details below). You can also discuss confidential and urgent matters with any member of staff. If you are unhappy with how your concern is handled, please let us know. If you wish to complain please use our complaints procedure or write directly to the Headteacher 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 Headteacher or a member of the LMT. If the concern relates to the Headteacher or a member of the LMT the report should be made directly to the Chair of Governors or directly to the LADO (details below).

THE SJF SAFEGUARDING TEAM

Our Designated Safeguarding Lead (DSL) is:

- **Frank Barratt** (Headteacher)
- Headteacher's Office
- 0114 2485009
- f.barratt@st-johnfisher.org



Our Lead for Inclusion is :

- **Ivana Hadfield** (SENDCo)
- LMT Office
- 0114 2485009
- i.hadfield@st-johnfisher.org



Our Designated Safeguarding Deputies are:

- (A) **Ivana Hadfield** | (B) **Mags Barrett** Deputy Headteacher | (C) **Chris Murphy** Learning Mentor
- i.hadfield@st-johnfisher.org | m.barrett@st-johnfisher.org | i.smith@st-johnfisher.org
- Leadership and Management Team (LMT) Office and The Ark
- 0114 2485009



Our Chair of Governors is:

- **Dan Beever**
- 0114 2485009
- d.beever@st-johnfisher.org



Our Safeguarding (Operations) Link-Governor is:

- **Clair Prestidge**
- 0114 2485009
- c.prestidge@st-johnfisher.org



- **Naseem Akhtar - Safeguarding Children Advisor, Education** (Tues, Weds, Thurs)
 - Landline/Laptop: **0114 2052702** | Mobile: **07815 966791**
- **Nick Godfrey - Safeguarding Children Advisor, Education** (Mon, Weds, Fri)
 - Landline/Laptop: **0114 2052464** | Mobile: **07799 656343**
- **Bea Kay - Safeguarding Children Advisor, Education** (Weds, Thurs, Fri)
 - Landline/Laptop: **0114 2735655** | Mobile: **07772 348514**
- **Emily Pickles - Safeguarding Children Advisor, Education** (Mon, Tues, Weds)
 - Landline/Laptop: **0114 2052890** | Mobile: **07554 582 917**





Local Authority Designated Officer (LADO) and PREVENT Coordinator:

The Local Authority Designated Officer (LADO) provides advice, guidance and management where an allegation has been made against a person who works (paid or unpaid) with children or young people under 18 years old. The LADO works with the police and other agencies to consider whether an allegation is true or not. They ensure that any allegation is dealt with as quickly as possible.

- The LADO should consider an allegation if it might relate to a person who works with children who has:
 - behaved in a way that has harmed a child, or may have harmed a child
 - possibly committed a criminal offence against or related to a child
 - behaved towards a child or children in a way that indicates they may pose a risk of harm to children.
 - behaved or may have behaved in a way that indicates they may not be suitable to work with children
- To discuss a referral with the duty LADO, you can ring or email (remember to do this securely)
 - 0114 2734855 (select option 1)
 - LADO@sheffield.gov.uk
- Office hours are Monday – Thursday: 8:45am - 5:15pm and Friday: 08:45am - 4:45pm

Safe inclusive learning environment where students:

- are respected
- are 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

Safeguarding and promoting the welfare of children is everyone's responsibility:

- protecting children from maltreatment
- 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
- taking action to enable all children to have the best outcomes

A child is anyone under 18 years old

Safeguarding policies, procedures and guidance:

- available publicly for students, families, staff
- following national and SCSP guidance and arrangements
- include staff/pupil behaviour and relationships and online communications
- updated annually

Trained volunteers/staff/management

- clear safeguarding roles and responsibilities
- onsite safeguarding induction and refreshers
- high quality SCSP basic and advanced staff training
- regular DSL/D staff safeguarding updates of skills and knowledge

Keeping Children Safe in Education DfE 2023

We are child-centred and we will always promote students' health, wellbeing, personal and emotional development.

Safe recruitment and management practices:

- ensure unsuitable people do not work with children
- positive and open culture and environment
- whistle-blowing process for staff concerns about organisational practice
- report all allegations of abuse by staff, carers or volunteers

Secure information access, storage and sharing:

- following legislation and guidance
- IT filters and monitoring systems in place
- explaining how, what, where and when information is shared
- detailed, accurate and secure written records of discussions, decisions and actions, shared appropriately

Partnership with parents and carers:

- open, honest and respectful relationship
- comfort and privacy to talk and get advice
- involvement and inclusion at all stages of a child's education and care
- understanding of culture/diversity
- Clear explanations and use of professional interpreters
- up-to-date contact details
- information about our complaints procedure
- support and signpost to adult services if vulnerable

Coordinated approach to concerns:

- quick staff response to inform DSL/D about student concerns
- timely referrals to children's social care and police where risk of significant harm exists
- work with all agencies to support students and families through multi-agency meetings e.g. child protection conferences, plans and actions

