

## St. Wilfrid's Catholic Primary School:

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.

**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 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.

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



### Our Designated Safeguarding Lead and Headteacher is:

Name: Delia Evans

Tel no: 0114 236 5529

Email: [d.evans@stwilfridssheffield.co.uk](mailto:d.evans@stwilfridssheffield.co.uk)



### Our Designated Safeguarding Deputy & Assistant Headteacher is:

Name: Cath Goodchild

Tel no: 0114 236 5529

Email: [c.goodchild@stwilfridssheffield.co.uk](mailto:c.goodchild@stwilfridssheffield.co.uk)



### Our Special Needs and Disability Co-ordinator (SENDco) is:

Name: Mary Wilde

Tel no: 0114 236 5529

Email: [m.wilde@stwilfridssheffield.co.uk](mailto:m.wilde@stwilfridssheffield.co.uk)

### Our Chair of Governors is:

Name: Mrs Susan O'Shea

Tel no. 07702335412

### Our Safeguarding Governors are:

Name: Andrew McKinlay (Vice Chair of Governors)

Tel no. 07590 333 502

Email: [andrew\\_mckinlay@hotmail.co.uk](mailto:andrew_mckinlay@hotmail.co.uk)

Name: Susan O'Shea

Tel no. 0114 236 4261

Email: [susanosheasheffield@gmail.com](mailto:susanosheasheffield@gmail.com)