



Safeguarding the Children of St Alban & St Stephen Catholic Primary School & Nursery



KS1 Phase Leader
Mrs Joanne Bates
Deputy Designated Safeguarding Lead



Head Teacher
Mrs Clare Moore
Designated Safeguarding Lead



Assistant Head
Ms Tessa Hackett
Deputy Designated Safeguarding Lead



KS2 Phase Leader
Mrs Charlene Smith
Deputy Designated Safeguarding Lead



Assistant Head/SENDCo
Mrs Bernie Murphy
Deputy Designated Safeguarding Lead



Governor
Mr Bernard McLeod
Designated Safeguarding Governor

If you have any concerns regarding the welfare of any of our children please:

- Complete CPOMS or Record of Concern Sheet.
- Immediately speak DIRECTLY to one of the Designated Safeguarding Leads.

Remember:

- Every member of staff has a duty to keep children safe.
- Do not question children further regarding their disclosure or concerns held by members of staff.

If a child makes a disclosure to you:

- Listen to the child.
- Explain that you will need to tell one of the Designated Safeguarding Leads.
- Complete CPOMS or a Record of Concern Sheet and record the child's EXACT words.
- Immediately speak to or hand the sheet to one of the Designated Safeguarding Leads.