



# Meet your Safeguarding Team



## **Sarah Edwards**

Assistant Principal &  
Designated  
Safeguarding Lead  
(DSL)



## **Gurdev Kaur**

Well-being  
Support  
  
Mentor & Family  
Support



## **Saiga Malik**

Well-being  
Support  
  
Mentor & Family  
Support



You have a **concern** regarding a child or a child has made a **disclosure** to you.  
You have a **concern** regarding an adult or an adult has made a **disclosure** to you.

### Please complete the following;

- The **concern or disclosure** needs to be recorded on the online 'Record of Concerns' form
- It is vitally important that you follow the prompts provided on the form. **Do not ask the child to write anything down, sign anything or take any photographs.**
- **All information should be factual and accurate**
- If your **concern** is regarding a **child**, the 'Record of Concerns' form must be completed on the online form which alerts the **Safeguarding Team** (please see above) and Senior Leadership Team (SLT)
- If your **concern** is regarding an **adult**, this must be emailed to the most appropriate professional (Please refer to information below);

Staff members and  
adults



Report to Allan Shephard or a Vice Principal in his absence

SLT



Report to Allan Shephard - Executive Principal

Allan Shephard



Report to Nargis Bostan – Chair of Governors – [nargis.bostan@qbshp.org](mailto:nargis.bostan@qbshp.org) **Or**  
Travis Latham – Senior Regional Director – [travis.latham@elliottfoundation.co.uk](mailto:travis.latham@elliottfoundation.co.uk)