



# Meet your Safeguarding Team



**Sarah Edwards**  
Assistant Principal &  
Designated  
Safeguarding Lead  
(DSL)



**Jaime Clarke**  
Family Support  
Worker



**Saiqa Malik**  
Well-being Support  
Mentor & Family  
Support






**Gurdev Kaur**  
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 yellow 'Record of Concern' 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 yellow 'Record of Concern' form
- If your **concern** is regarding an **adult**, this also needs to be completed on the yellow 'Record of Concern' form and handed in to the most appropriate professional (Please refer to information below);

If the concern/disclosure is about:	Report to:
All other adults	 Sarah Edwards (DSL) - <a href="mailto:sarah.edwards@gbshp.org">sarah.edwards@gbshp.org</a> In her absence Nikki Rolfe (Head of School) - <a href="mailto:nikki.rolfe@gbshp.org">nikki.rolfe@gbshp.org</a>
SLT	 Report to Allan Shephard (Executive Principal) - <a href="mailto:allan.shephard@gbshp.org">allan.shephard@gbshp.org</a>
Allan Shephard	 Caroline Oliver (Trust DSL) - <a href="mailto:caroline.oliver@elliotfoundation.co.uk">caroline.oliver@elliotfoundation.co.uk</a> and Ruth Dickens (HR Director) - <a href="mailto:ruth.dickens@elliotfoundation.co.uk">ruth.dickens@elliotfoundation.co.uk</a>



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