



Meet your Safeguarding Team



Sarah Edwards

Assistant Principal & Designated Safeguarding Lead (DSL)



Jaime Clarke

Family Support Worker



Saiga 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 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 Head of School in his absence

SLT



Report to Allan Shephard - Executive Principal

Allan Shephard



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