

Safeguarding Suite – School level appendix

Contact Details

Role	Name	Contact Details
Headteacher	Elaine Badger	lostwithielhead@los.celtrust.org
Designated Safeguarding Lead (DSL)	Sarah Kriskovic	dsl@los.celtrust.org
Deputy DSL	Elaine Badger	dsl@los.celtrust.org
Safeguarding Team members	Rebecca Charnock (Admin) Sarah Statham (Nursery)	rcharnock@los.celtrust.org ssatham@los.celtrust.org
Mental Health Lead	Sarah Kriskovic	skriskovic@los.celtrust.org
Young Carer Lead	Sarah Kriskovic	skriskovic@los.celtrust.org
Lead First Aider	Rebecca Charnock	rcharnock@los.celtrust.org
Online Safety Lead	Elaine Badger	dsl@los.celtrust.org
Member of SLT responsible for supporting children with medical needs	Sarah Kriskovic	skriskovic@los.celtrust.org
Designated Teacher for children in care	Sarah Kriskovic	skriskovic@los.celtrust.org
CELT Lead designated teacher	Sarah Kriskovic	skriskovic@los.celtrust.org

Trust contact details

Role	Name	Contact Details
Director of Inclusion	Amy Daniels	adaniels@celtrust.org
Deputy Trust Safeguarding Leads	Heidi Spurgeon Abby Macdonald	dsl@celtrust.org
CELT Lead Attendance Officers	Emily Bennett Marci Mackay	attendance@celtrust.org
Inclusion Officer	Rebecca Soby	rsoby@celtrust.org
Safeguarding Trustee	Sally Foard	sfoard@gov.celtrust.org
Chair of Trustees		

Local contact numbers

Role	Name	Contact Details
Safeguarding Concerns	Multi Agency Referral Unit (MARU):	0300 1231 116 Out of hours: 01208 251300
Safety	Police	999

Contextual Issues

Our local contextual information:

Three main issues identified in our locality are:	Our additional actions or strategies in place to mitigate the threat to our children are:
Potential of county lines due to road and rail links in our town	Annual safeguarding training for all staff has a focus on signs of county lines involvement. Regular updates through the year. DSL team liaise with Tri Service team in Lostwithiel for potential risks to community.
Online Safety	Online safety taught in PSHE and also in ICT lessons. Smoothwall filters on all school ICT equipment. Children know how to report online concerns. Information shared with parent body regarding social media use and new APPs
Locality – road, rail and river pose safety and safeguarding concerns for pupils	Rail and road safety taught annually to all children. RNLI safety assemblies annually. All children able to swim 25m by the time they leave the school – catch up lessons in Year 6 to ensure this is universal. DSL team liaise with Tri Service team in Lostwithiel for potential risks to community.

Attendance Information

Role	Name	Contact Details
Senior leader responsible for the strategic approach to attendance	Elaine Badger	lostwithielhead@los.celtrust.org
Attendance Officer	Mel Whitlock	lostwithielsecretary@los.celtrust.org
The name and contact details of school staff who pupils and parents should contact for more detailed support with attendance	Mel Whitlock Elaine Badger	lostwithielsecretary@los.celtrust.org lostwithielhead@los.celtrust.org

Attendance Registration Times

Learners are expected to be in school at a good time for the start of the morning register. This means they should arrive at school at least 10 minutes before the register is taken.

Where a learner attends a registration session but does not attend subsequent lessons, we will treat this as a truancy and non-attendance matter in accordance with the behaviour policy and engage parents/carers where necessary.

- The start of the school day is 8.45am.
- Learners are expected to arrive at the school site between 8.30am and 8.45am.
- There is breakfast club available from 7.30am
- The register opens at 8.45am and closes at 9am. Pupils arriving after registration opens but before registration closes are deemed as late 'before registration closes'.
- Learners arriving after registration closes (9.00am) are considered 'late after registration has closed'. They will lose their mark for the whole session and the absence is recorded as 'unauthorised'.
- Afternoon register is taken at 1pm
- The school day ends at 3.15pm

Parents are expected to inform the school by 8:30am if their child is absent by calling 01208 872339 giving the reason for absence.

How the school is promoting and incentivising good attendance

- Positive welcome for all children daily at the learner entrance
- Providing a sense of belonging for learners through the learning and teaching framework
- Welcoming children back after they have been absent for any reason.
- Regular assemblies and newsletter items promoting good attendance.
- Clear communication to parents/carers regarding attendance.
- Rewarding learners for positive trends in attendance
- Supportive meetings held regularly at school or parent request