

The Safeguarding Team 2023-24

Our DSL and Headteacher is:

Name: Will Smith

Location: Head Teacher Office

Their tel. no: 0114 2551348/
07799802615



Headteacher@mundella.sheffield.sch.uk

Our DSD and Learning Mentor is:

Name: Lisa Hewitt

Location: Learning Mentor/ SENCO
office

Their tel. no: 0114 2551348/
07597559764



lhewitt@mundella.sheffield.sch.uk

Our SENCO is:

Name: Roxie Godden

Location: Learning Mentor/ SENCO
office

Their tel. no: 0114 2551348



rgodden@mundella.sheffield.sch.uk

Our CSE and CLA lead is:

Name: Michelle Clark

Location: Y2 classroom

Their tel. no: 0114 2551348



mclark@mundella.sheffield.sch.uk

Our Foundation stage lead is:

Name: Alex Mckenna-Colling

Location: Foundation stage

Their tel. no: 0114 2551348



amckenna-colling@mundella.sheffield.sch.uk

Our On-line safety co-ordinator is:

Name: Emma Hardaker

Location: Y4 classroom

Their tel. no: 0114 2551348



eblakemore@mundella.sheffield.sch.uk

Our Safeguarding governors are:

Name: Michelle Phelan and Fran Lavender

Location: Contact via email

Their tel. no: 07584318713

governors@mundella.sheffield.sch.uk



Our Chair of governors is:

Name: Paul Hirst

Location: Contact via email

Their tel. no: 07538115478

governors@mundella.sheffield.sch.uk



Our Business Manager is:

Name: Birju Kotak

Location: Business Managers office

Their tel. no: 0114 2551348

bkotak@mundella.sheffield.sch.uk



Our Administration of medication team are:

Name: Kirstin Johnson/
Clare Casely/ Lisa Hewitt/
Lisa Hunt/ Birju Kotak

Location: School office

Their tel. no: 0114 2551348



The Safeguarding Children Team in our setting:

Head Teacher:	<p>Responsible for implementing policies and procedures, allocating resources to the safeguarding team and addressing staff safeguarding concerns.</p> <p>Name: Will Smith</p> <p>Tel no: 0114 2551348 07799802615</p> <p>headteacher@mundella.sheffield.sch.uk</p>
Designated Safeguarding Lead (DSL):	<p>Teaching or pastoral staff from senior leadership team, responsible for all safeguarding issues, advising and supporting staff, liaising with the local authority and other agencies.</p> <p>Name: Will Smith</p> <p>Tel no: 0114 2551348 07799802615</p> <p>headteacher@mundella.sheffield.sch.uk</p>
Designated Safeguarding Deputy (DSD):	<p>A teacher, support or pastoral worker, in a post which requires assessment of children, deputises for the DSL. Not an administrative or finance worker.</p> <p>Name: Lisa Hewitt</p> <p>Tel no: 0114 2551348 07597559764</p> <p>lhewitt@mundella.sheffield.sch.uk</p>
Child Sexual Exploitation (CSE) Lead:	<p>Support for pupils and staff to understand CSE and related topics and how to refer.</p> <p>Name: Michelle Clarke</p> <p>Tel no: 0114 2551348</p> <p>mclarke@mundella.sheffield.sch.uk</p>
Special Educational Needs and Disabilities Coordinator (SENDCo):	<p>Support for staff and other agencies working with pupils with special education needs and disabilities and their parents and carers.</p> <p>Name: Roxie Godden</p> <p>Tel no: 0114 2551348</p> <p>rgodden@mundella.sheffield.sch.uk</p>
Children Looked After (CLA) Designated Teacher:	<p>Promotes the education of 'looked after' and previously 'looked after' children.</p> <p>Name: Michelle Clarke</p> <p>Tel no: 0114 2551348</p> <p>mclarke@mundella.sheffield.sch.uk</p>
Online-Safety Coordinator:	<p>Develops and maintains a safe online culture within a setting, is also trained to be a DSD</p> <p>Name: Emma Hardaker</p> <p>Tel no: 0114 2551348</p> <p>eblakemore@mundella.sheffield.sch.uk</p>
Early Years Foundation Stage (EYFS) Lead	<p>Supports staff to keep pupils up to 5 years old safe and well.</p> <p>Name: Alex McKenna-Colling</p> <p>Tel no: 0114 2551348</p> <p>amckenna-colling@mundella.sheffield.sch.uk</p>

Safeguarding/ Child Protection Governor:	Ensures there are appropriate policies and procedures in place, that they are being implemented and followed, and challenges deficiencies and weaknesses that are identified. Name: Michelle Phelan governors@mundella.sheffield.sch.uk Fran Lavender
Chair of Governors/ Management Committee:	Leads on safe recruitment and allegations of abuse against Head Teacher/Principal/Senior Manager and other staff and liaises with Local Authority Name: Paul Hirst Tel no: 07538115478 governors@mundella.sheffield.sch.uk
SENDCo Governor:	Link between the SEND Coordinator (SENDCO) and the governing body/management committee Name: Rebecca White governors@mundella.sheffield.sch.uk
Learning Mentor:	Develops strategies and support to help pupils achieve their full potential. Name: Lisa Hewitt Tel no: 0114 2551348 07597559764 lhewitt@mundella.sheffield.sch.uk
Attendance champion:	Addresses difficulties preventing pupils from attending school. Name: Lisa Hewitt/ Birju Kotak Tel no: 0114 2551348
Mental Health Lead:	Provides mental health support and advice to pupils. Name: Tel no:
Administrators of medicine:	Supports pupils' medical needs, ill health absence, medicines and individual healthcare plans. Name: Lisa Hewitt/ Lisa Hunt/ Clare Casely/ Kirstin Johnson /Birju Kotak Tel no: 0114 255348