



Moorside Primary School and Nursery Safeguarding Team 2026/2027

Claire Burland

EYFS Leader

Roles and responsibilities:

- Uses initial visits to EYFS provisions to identify need
- Signposts parents to PSA/Children and Families as they start in the EYFS as required.
- EYFS curriculum design for good oral health and lifestyles
- Ensures that safeguarding updates relating to the EYFS are disseminated to all Nursery and Reception support staff
- Awareness of ratios and specific needs of pupils in EYFS to ensure that all staff and pupils are safe within structured and unstructured times.
- Can submit referrals in HT absence
- Point of call for all staff to discuss concerns.

Designated Safeguarding Leader- Claire Rowett

Key Roles and responsibilities:

- Health and Safety of school site - gates, fences, security (PD/JP)
- Attendance of staff and pupils – (JP/HJ)
- Overview of children open to external agencies (CR)
- Attendance at CiN meetings as appropriate (HJ/JH/CR)
- Overview of Safeguarding CPD needs for staff and governors
- Managing and updating policies – Child Protection and those related (CR/JP)
- First point of call for LADO relating to external incidents/concerns
- Coordination of Visitors on Site – SCR, Visitor Behaviour on Site and DBS (delegated as appropriate to SBM)
- CPOMS coordination
- Contact for external agencies eg Early Help and Social care to coordinate visits
- Safer Recruitment practice - employment
- Coordination of Anti Bullying policy, ethos and strategies in place to address
- Management of Staff Code of Conduct and whistle blowing
- Overview of Curriculum and Resources for teaching e-safety and RSE
- Filtering and monitoring procedures and systems in place in school.

Deputy Designated Safeguarding Leader – Helen Jemmett

Key Roles and responsibilities:

- Attendance tracking and systems / Missing children in Education
- Parental engagement and support
- Behaviour tracking
- Case studies
- Reintegration for exclusions /agree PT timetables alongside HT
- Referrals for Children and Families alongside HT – and submit in her absence
- Point of call for all staff to discuss concerns
- Second contact for LADO
- Ensures that stories/books linking to different relationships/friendships & emotions are available & utilised to teach children about healthy relationships/anti bullying & keeping healthy.

Jess Hunton

SENDCo

Key Roles and responsibilities:

- Tracks CPOMS to identify those children who need referrals based on need
- Tracks CPOMS for children with SEND to identify those children who need referrals based on need
- Works with the PHSCE leader to ensure that all pupils can access the PHSCE and RSE curriculum.
- Referrals for children and Families alongside HT – and submit in her absence
- Alternative Link adult with Family Outreach Workers and Healthy Child Team, EAL Team, Young Carers and Service Children Premium –Particularly for children with SEND.
- Can submit referrals in HT absence
- Point of call for all staff to discuss concerns.