

Safeguarding Suite – School Level Appendix

Contact Details

Role	Name	Contact Details
Headteacher	Elaine Badger	lostwithielhead@los.celtrust.org 01208 872339
Designated Safeguarding Lead (DSL)	Elaine Badger	dsl@los.celtrust.org 01208 872339
Deputy DSL(	Katy Faircloth	dsl@los.celtrust.org 01208 872339
Safeguarding Team members	Sarah Statham Rebecca Charnock	ssatham@los.celtrust.org lostwithielsecretary@los.celtrust.org
Mental Health Lead	Elaine Badger	lostwithielhead@los.celtrust.org
Young Carer Lead	Sarah Kriskovic	skriskovic@los.celtrust.org
Medical First Aid Lead	Rebecca Charnock	lostwithielsecretary@los.celtrust.org
Health Care Plan Lead	Sarah Kriskovic	skriskovic@los.celtrust.org
Online Safety Lead	Elaine Badger	lostwithielhead@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

Trust contact details

Role	Name	Contact Details
Director of Inclusion	Amy Daniels	dsl@celtrust.org
Trust Safeguarding Lead	Heidi Spurgeon	dsl@celtrust.org
CELT Lead Attendance Officer	Emily Bennett	attendance@celtrust.org
Inclusion Officer	Rebecca Soby	rsoby@celtrust.org
Safeguarding Trustee	Jon Newnes	jnewnes@gov.celtrust.org
Chair of Trustees	Stuart Radnedge	sradnedge@gov.celtrust.org

Local contact numbers

Role	Name	Contact Details
Safeguarding Concerns	Multi Agency Referral Unit (MASSH):	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:
Possibility of county lines involvement/proximity to railway	The school helps to reduce the risk of county lines involvement by ensuring all staff receive regular safeguarding training so they can recognise the warning signs of criminal exploitation, respond appropriately to concerns, and provide early intervention for vulnerable pupils. Through the Jigsaw PSHE curriculum, children are taught about personal safety, healthy relationships, risk-taking behaviours, peer pressure, and how to seek help from trusted adults, equipping them with the knowledge and resilience needed to recognise and avoid exploitation.
Online safety – number of children spending more time online, gaming and interacting with others not known to them	PSHE and IT curriculum – teach online safety - helping them recognise risks such as cyberbullying, inappropriate content, and online exploitation. We also implement robust filtering and monitoring systems, alongside clear safeguarding procedures and regular engagement with parents, to create a safe and supportive online environment for all children.
Mental health	The school supports pupils' mental health and emotional wellbeing through a range of targeted and universal approaches, including access to an Education Mental Health Practitioner (EMHP) and a trained ELSA practitioner who provide specialist support for children experiencing emotional or wellbeing needs. Wellbeing is further promoted through mindfulness and breathwork activities in Forest School, movement breaks through our Connect to Learn approach, and a comprehensive PSHE curriculum that helps children develop resilience, emotional literacy, positive relationships, and strategies for managing their mental health.

Child on Child Abuse

How do Learners report concerns:	Each child has identified at least one trusted adult in school. All staff are trained in dealing with disclosures and children are taught to see it and say it to an adult.	
How do parents and Carers report concerns:	Contact Lostwithiel Safeguarding Team	dsl@los.celtrust.org 01208 872339
Online reporting link:	dsl@los.celtrust.org	
Anti Bullying Lead:	Elaine Badger	lostwithielhead@los.celtrust.org

Online Safety

IT Lead:	Alex Hoole	ahoole@los.celtrust.org
How do Learners report online concerns:	To class teachers or trusted adults	
How do parents and Carers report online concerns:	Via DSL team –	dsl@los.celtrust.org
Filtering Provider:	Smoothwall	
Monitoring Provider:	Smoothwall	
Staff receiving safeguarding monitoring alerts:	Elaine Badger Sarah Kriskovic Katy Faircloth	
Date of most recent filtering and monitoring review:	10/09/26	

Attendance Information

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

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 9.15am. Pupils arriving after registration opens but before registration closes are deemed as late 'before registration closes'.
- Learners arriving after registration closes (9.15am) 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 with a number of staff available to meet and greet learners.
- 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