

What we expect from a parent or carer:

Please tell us if:

There is anything in your child's life that we need to know

Things that happen away from this setting can affect your child while they're with us

Please talk to us – we might be able to help

There is a reason why your child is not attending, by ringing **0114 2760472** on the first day of absence

Your child no longer needs their place with us.

What you can expect from us:

Safe, good quality learning environment operating under safeguarding children legislation & Ofsted regulations

While your child is with us, we will take good care of them and talk to you about anything important that we observe

Regular, efficient and accurate record keeping

If your child transfers to another setting, we will share any information with that setting that will help to support your child's move, safeguard them, and promote their welfare

We will contact you when your child hasn't attended and you have not let us know the reason for their absence

Prompt action regarding any problem you tell us about

Support and assistance from staff when needed

Important information for parents and carers 2023-24

Working Together to Safeguard Children

We are committed to supporting all of our pupils & students and safeguarding their needs

Important information for you and your child:

In Sheffield we have a number of ways to support children, young people and their families.

These processes include:

- **Information Sharing**
- **Early Help Family Common Assessment Framework**
- **Multi-Agency Working**

This leaflet helps to explain these processes to you. Please speak to a member of our Safeguarding team if you want any further information.



Rhea Kurcewicz

Deborah Maskrey

Stephanie Stacey

Alison Adair

Information Sharing:

It is usual for workers in our setting to talk to you, your child and with other workers who are supporting you to share relevant information.

We do this to identify and organise any support that is needed as quickly as possible.

If you are worried about this or want to know more, please talk with us.

Early Help or Family Common Assessment Framework:

An assessment is a discussion between you & a member of staff to identify any support needs your child and family have.

This discussion is written on a form called an Early Help Assessment (EHA) or Family Common Assessment Framework (FCAF) and it includes your thoughts and ideas.

If you give your permission, the EHA or FCAF can be shared with others working with your child(ren) to save you explaining things over and over again.

We will talk with you about:

- Your child(ren)s individual circumstances and what support they might need .
- Other issues within your family that you may need support with

Ask a member of staff to show you these forms so that you can see what it involves.

Multi-Agency Working:

If different organisations are working with you it is useful for you all to meet so that support for your child can be discussed and agreed.

The meetings can take place at a time and place that is convenient and comfortable for you.

This way everyone can keep up to date, hear your views and work together better, keeping the focus on your child's needs.

Sometimes a worker will agree to co-ordinate the support for your child – this is called the 'Lead Professional' role.

Let's work together!

If anyone has a concern about the safety of **any** child or young person, there are people who can help.

You can call in or ring us on : **0114 2760472**



Rhea Kurcewicz- Designated Safeguarding Lead

Deborah Maskrey - Additional Designated Safeguarding Lead

Stephanie Stacey -Deputy Designated Safeguarding Lead

Alison Adair - Deputy CEO and Trust Lead for Safeguarding is:



Further information can be found at:

enquiries@pbp.dsat.education

and/or

[Safeguarding Sheffield Children website](#)

Children SHEFFIELD
Safeguarding Partnership