



HIGHFIELD LITTLEPORT ACADEMY

An Active Learning Trust School

Executive Headteacher: Simon Bainbridge
Head of School: Yvonne Skillern

Monday 17th October 2022

Dear Parents & Carers,

RE: Important information regarding Safeguarding

I am writing to you all today to remind parents and carers of the appropriate channels in which any safeguarding related matters are to be addressed. In order to safeguard our staff, students and members of the school community it is essential that any safeguarding concerns are raised immediately with the school. Our Designated Staff for Child Protection are as follows:

Yvonne Skillern (Designated Safeguarding Lead)
Lyn Houghton (Designated Person for Safeguarding)
Simon Bainbridge (Designated Person for Safeguarding)
Barbara Rajya (Designated Person for Safeguarding)
Tilly Newbury (Designated Person for Safeguarding)

Any concerns will be dealt with in the strictest confidence and dealt with according to the appropriate policies and procedures. It is also essential that anyone reporting a concern maintains confidentiality throughout to protect everyone concerned. Matters are not to be discussed outside or within the school community.

Thank you for your cooperation in this important matter.

Kind regards

Yvonne Skillern
Head of School



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