



TO CARE
TO LEARN
TO ACHIEVE

BEDFORD HIGH SCHOOL
A Specialist Business and Enterprise College
with Applied Learning
Headteacher: Mr P McCaffery

Dear Parent/Guardians,

I hope you and your family are well, and you managed to have a good summer.

As part of our ongoing work to safeguard and protect every student at Bedford High School, there are several key pieces of information that I would like to bring to your attention.

Firstly, within the policies area of our school website, you can access all of our policies and procedures, should you need to refer to them. Our website address is www.bedfordhighschool.co.uk.

I would also like to draw your attention to our 'Behaviour for Learning' and 'Safeguarding, Child Protection and Early Help' policies, which contain key information regarding our day-to-day work and practice in these fundamental areas of school life. There is also a shortened version of the safeguarding policy for parents to refer to as a quick reference document.

In addition, as a school, we are required to identify our Designated Safeguarding Leads (DSLs). These staff are responsible for addressing and responding to any issues that arise of a safeguarding or child protection nature in school. At Bedford High School, our Designated Safeguarding Leads are:

1. Mrs R Ramsden, Assistant Headteacher (DSL)
2. Mr P McCaffery, Headteacher
3. Mrs B Moss, Deputy Headteacher
4. Miss N Quinn, Attendance and Safeguarding Officer

Should you have any concerns regarding the safety of a student at school, please do not hesitate to contact one of the above staff or your child's Pastoral Manager or PGO, who will be happy to advise the best course of action.

I also ask that, should you change any contact details or information, you notify school, in writing, as soon as possible. It is imperative that we hold accurate contact details for all students, including current parent/carer mobile phone numbers, in case of emergency. From September 2018, the Department for Education (DfE) requires all schools, to retain at least two emergency contacts for each student. If you are aware that you have only provided details for one contact, please provide additional names and numbers for use in case of emergency. Your details can be updated by emailing enquiries@bedford.wigan.sch.uk. Additionally, we also use a text messaging service to inform parents of key information including stranger danger alerts and guidance.

Bedford High School, Manchester Road, Leigh, WN7 2LU. Tel: 01942 909 009

enquiries@bedford.wigan.sch.uk

www.bedfordhighschool.co.uk

 @BedfordHighSch

 @Bedford High School Live



Finally, I would like to ask for your support in being vigilant and monitoring your child's online/social media activity. We are experiencing unprecedented numbers of cases, involving students at school, in receipt of suspicious or unusual online activity. We work very closely with GMP and other agencies to address issues and to educate students in the dangers and risks of befriending or communicating with people online that are unknown to the individual.

Thank you for your ongoing support.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'P. McCaffery'. The signature is written in a cursive style with a large, stylized initial 'P'.

Mr Paul McCaffery
Headteacher