

## Annex 4.

### Safeguarding Contacts

To report any safeguarding concerns, please email: [Safeguarding.keele@keele.ac.uk](mailto:Safeguarding.keele@keele.ac.uk)

If there is an immediate risk of harm, or threat to life, please call 999.

Other useful University Safeguarding contacts:

- Strategic Safeguarding Lead: Katie Laverty, Director of Student Services and Success. Email: [k.laverty@keele.ac.uk](mailto:k.laverty@keele.ac.uk)
- Designated Safeguarding Lead: Alison Felton, Head of Student Wellbeing. Email: [a.felton@keele.ac.uk](mailto:a.felton@keele.ac.uk)
- Head of Campus Safety: Chris Harrington. Email: [c.g.harrington@keele.ac.uk](mailto:c.g.harrington@keele.ac.uk)
- Human Resources Safeguarding Lead: Nicola Ratcliffe, Deputy Director of Human Resources. Email: [n.l.ratcliffe@keele.ac.uk](mailto:n.l.ratcliffe@keele.ac.uk)
- Student Services Safeguarding Coordinators: [Student Experience and Support Managers](#)
- Chaplaincy: Stephanie Couvela, Coordinating Chaplain. Email: [s.couvela@keele.ac.uk](mailto:s.couvela@keele.ac.uk)
- Global Student Recruitment and Admissions: Adam Hall, Associate Director of International Student Recruitment. Email: [a.hall@keele.ac.uk](mailto:a.hall@keele.ac.uk)
- Ant Sutcliffe, Associate Director Higher Horizons. Email: [a.g.sutcliffe@keele.ac.uk](mailto:a.g.sutcliffe@keele.ac.uk)
- Students' Union (Advise and Support at Keele): Matt Steele, Membership Services Manager (Advice & Advocacy). Email: [m.steele@keele.ac.uk](mailto:m.steele@keele.ac.uk).
- School of Nursing and Midwifery: Emily Salt. Email: [e.a.salt@keele.ac.uk](mailto:e.a.salt@keele.ac.uk)
- Sport: Mike Huss, Operations and Active Lifestyles Manager. Email: [m.d.huss@keele.ac.uk](mailto:m.d.huss@keele.ac.uk)
- Keele Day Nursery: Wendy Foster, Nursery Manager Email: [w.foster@keele.ac.uk](mailto:w.foster@keele.ac.uk) Telephone: 01782 734410 (internal ext. 34410)

### External Contacts

[Staffordshire Children's Advice and Support Service](#) is a county-wide telephone enquiry service. If you have a concern regarding a child, think a child is being harmed or at risk of being harmed, or are worried that a child is living in circumstances where they are being treated badly/and or not cared for properly, please contact 0300 111 8007. If you cannot reach them by telephone, please [make your enquiry online](#).

Telephone lines are open:

- Monday to Thursday 08:30 to 17:00
- Friday 08:30 to 16:30

Outside of the hours above, or on weekends and bank holidays, please contact the Emergency duty Team on [0345 604 2886](tel:03456042886).

### Local Authorised Designated Officer (LADO)

LADOS provide guidance and oversee cases where there is a concern about a person who is employed to work with children. Any concern would come via First Response who would take the information to ascertain firstly if there is a role for a social worker and if the threshold is not met will liaise with the LADO. The LADO can be contacted by telephoning Staffordshire Children's Advice and Support Service on [0300 111 8007](tel:03001118007).

**NSPCC**

If you are worried about a child you can contact professional counsellors at the [NSPCC](#) 24/7 for help, advice and support. You can call them on 0808 800 5000 or email [help@nspcc.org.uk](mailto:help@nspcc.org.uk).

**Adults**

If you think someone who has care and support needs is being abused or you think their safety is at risk, then it is important to report your concerns by contacting [Staffordshire County Council](#).

To report concerns about an adult please contact:

**Phone:** [0345 604 2719](tel:03456042719)

Monday - Thursday\* 8:30am - 5pm

Friday: 8:30am - 4:30pm

\*Excludes Bank Holidays

This number is to refer concerns about abuse of an adult at risk. If you have other welfare concerns for an adult please [contact Staffordshire Cares](#).

**Police**

The Police should be contacted if there is an immediate risk identified by calling 999.

The Police also have a dedicated Prevent team. To get in touch with the local [Prevent team at Staffordshire Police](#) call 101.