

# SOUTHLANDS NURSERIES LIMITED

## ROLES AND RESPONSIBILITIES

### Crèche

- Joanne Gallimore (Manager) Designated Safeguarding Lead,, SENCO
- Claire Hollins Designated Safeguarding Lead, Health and Safety, Annual Leave & Equal Opps, E-Safety
- Tracy Anderson & Emily Brichet Designated Safeguarding Lead
- Susan Milton Mini bus – routine checks. Overall minibus Julie Tretheway
- Alison Barratt Food Hygiene, Stock Control, COSHH

### Kindergarten

- Julie Tretheway (Owner Manager) Safeguarding Children, E-Safety, H&S, Fees, Finance Policies, Procedures & Risk Assessments, GDPR
- Diane Harding (Deputy Manager) Designated Safeguarding Lead, Senco, E-Safety
- Georgina Brough Designated Safeguarding Lead, Implementation EYFS, Planning and mentor
- Julie Hankey Designated Safeguarding Lead, Health and Safety, Equal Opportunities.
- Lee Tretheway (owner) Website & Maintenance
- Lorraine Wiggin Nursery Cook, Food Hygiene, Stock Control & Mini Bus