



Sandfield Park School

South Drive
Liverpool
L12 1LH

Tel: 0151 228 0324

E-Mail: sandfield-ao@sandfieldpark.liverpool.sch.uk

Website: www.sandfieldparkschool.com

Mr M Hilton
Executive Headteacher
BA (Hons); PGCE; NPQH; MEd

Mrs W Henshaw
Head of School: ACE and Hospital Education
BA (Hons) PGCE; NPQH

Mr E Kewley
Head of School: Sandfield
BSC (Hons); PGCE; NPQH

September 2025

Dear Headteacher/Designated Safeguarding Lead

RE: MEDICAL NEEDS EDUCATION (MNE)

I write to confirm that all the staff based at Medical Needs Education (ACE, The Bridge & home tuition) are employed by Sandfield Park School.

In keeping with 'Keeping Children Safe in Education' statutory guidance for schools and colleges (Sept 2020), I can confirm that appropriate safeguarding checks have been carried out on all individuals working as and employed by Sandfield Park School.

Recruitment, selection and employment vetting is carried out by the Safer Recruitment Panel at Sandfield Park School. All staff have undergone an enhanced Disclosure and Barring Service check (DBS). Sandfield Park School holds a Single Central Record (SCR) which is maintained by our School Business and Finance Managers.

Policies and procedures are also in place to protect the students at our school from coming into harm.

We also have completed a 175-safeguarding audit with Liverpool City Council and have an up to date COVID Risk Assessment. Public Liability Insurance is taken through Liverpool City Council.

Should you require any further clarification please refer to the school Website. Alternatively, you can contact Mrs Wendy Henshaw, Head of MNE, directly on the telephone number above.

Yours faithfully
M Hilton
Executive Headteacher

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Sat Nav. Directions please use postcode: L13 0AP

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