

Link Area: Safeguarding	Date of discussion: July 13 th 2021	Governor: Amanda Dorkes, Link Governor for Safeguarding	Teacher: Tracey Doig, Sally Macpherson Safeguarding Leads for KGGS
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Objective

Provide the Governing body with a synopsis report outlining how the school is carrying out its safeguarding function - including policy, practice and procedures.

Report

Safeguarding Self-Assessment Audit –

The Local Authority (LA) has provided schools with a voluntary self-assessment tool for all safeguarding areas. Tracey undertook this in June 2020 and below are the actions set last year and the progress to date;

Action 1: The Governors of the school take responsibility for Online Safety

- governors have received appropriate training on Online Safety: Access to Flick training for all governors

Action 2: All school records are managed in line with national guidance

- Bromcom is now well established with staff. Referrals are flagged up and actioned straight away. Safeguarding records from primary schools has already been uploaded.

Action 3: Staff training

- Prevent training for all staff should take place every 3 years, the last time staff completed this was in January 2016: All staff completed on-line Prevent training in the Autumn term of 2020.
- DSL and deputies to complete additional safeguarding training: Diane Griffiths became an additional deputy DSL having completed the 5 day training virtually in July 2020. Tracey, Sally and Diane completed a training course in July addressing the well-being of students and 'Wellbeing for returning to school' run by Healthy Minds in January. Tracey and Sally have attended 3 safeguarding briefings during the year meaning they are fully informed of current issues and changes to practices and policies and are due to complete a refresher course in Safeguarding Children as part of the 6-year training pathway.
- Training on the new KCSIE document is to take place before the end of the academic year.
- Online Safety had been even more important over the past year due to remote/blended learning. KGGS is a member of National Online Safety which provides regular updates and training.
- Safeguarding to be an agenda item at all staff meetings/INSET days: Safeguarding news/updates have been shared with staff via the Staff bulletins during the year,

Policy and Practice– The school safeguarding and whistleblowing policies are up-to-date, accessible and relevant. The Child protection and safeguarding policy is reviewed updated annually in January and this year additional changes were made due to Covid. These were shared with governors.

Safeguarding Lead - The designated safeguarding lead (DSL) should be a member of the senior leadership team (Tracey Doig) and have at least 1 deputy (we have had 2 this year, Sally Macpherson and Diane Griffiths) and be available to staff during school hours. School meets these criteria. Diane Griffiths, who has done a tremendous amount of work with the students and supports the safeguarding team, has recently left KGGS due to relocation and Tracey and Sally are in the process of replacing her. Once an appointment has been made they will seek the best person to join them on the safeguarding team.

Keeping Children Safe in Education 2020 – this statutory document was updated and came into force in September 2020, all staff were allocated time to read part 1 of this document in the Autumn term and completed an online assessment. All staff joining during the academic year, including trainee teachers, attended a safeguarding training session with Tracey and also completed the KCSIE 2020 assessment.

Site Security – Safeguarding includes safety of the students, staff and the school site. The site is much more secure than it has ever been. The 'Visitors information leaflet' has been updated and additional measures put in place to ensure that details of, where necessary, DBS information is provided by anyone visiting the site.

Targets for 2021-2022

Tracey has undertaken the audit again this year and shared the report with me. The self-audit tool is very robust and has enabled school to focus in on specific areas.

This year the areas for development are:

Action1: [The school regularly reviews the training in response to school, local and national need including response to serious case reviews.](#)

To requirements to meet this target are:

- all staff have received domestic abuse training in the last 3 years
- the DSL and deputy have completed Operation Encompass training
- the DSL and deputy have completed Child Sexual Exploitation training
- the DSL and deputy have completed FGM training
- all staff have received Prevent training
- staff have received appropriate levels of training to recognise and respond to signs of child sexual violence and sexual harassment
- where appropriate training in these areas has been completed, staff have received recent updates
- all school leaders and staff who work with children have read and understood annex A of KCSIE

Action 2: The school have procedures in place to ensure that staff are aware of personal and professional boundaries when delivering curriculum subjects that are of a sexually explicit, political or sensitive nature.

The requirements to meet this are:

- awareness of risk in raising sensitive subject matter is addressed in the safeguarding awareness training to all staff
- all staff have read and understood the school's spiritual, moral, social and cultural (SMSC) policy and the Relationship and Sex Education policy (secondary)
- staff seek guidance from the DSL where inappropriate question or responses are given by pupils
- staff are aware of the fundamentals of British values and the risks of expressing prejudicial views or attempting to influence or impose personal values, attitudes or beliefs on pupils

Action 3: The Governors of the school take responsibility for Online Safety (Nick Flanagan is the Online Safety Governor)

The requirements to meet this are:

- there is an appointed Online Safety Governor
- governors are involved in the development and approval of the Online Safety policy and monitors online safety provision in the school
- they receive regular monitoring reports on the implementation of the Online Safety policy and on reported incidents
- governors are involved in the promotion of Online Safety in the wider community
- governors have received appropriate training on Online Safety

Action 4: The school has an online safety training programme for all staff

The requirements to meet this are:

- the online safety training programme aligns with the local and schools' safeguarding and child protection training
- staff are supported in dealing with issues related to themselves through social media
- online safety training is part of induction for new staff
- training needs are reviewed regularly
- specific staff (online safety officer, data officer, DSL) receive enhanced training beyond general awareness training
- the impact of the training is evaluated

Action 5: The school makes full use of the contribution young people make to Online Safety in and out of the school

The requirements to meet this are:

- the school acknowledges, learns from and uses the high level of skills and knowledge of young people in the use of new technologies
- young people are regularly asked to contribute their knowledge and skills
- the school involves young people in e-safety campaigns and in peer mentoring, buddying and counselling schemes and as student researchers

- pupils are asked to provide feedback in reviews on e-safety related policies
- young people actively contribute to parent information events with Online Safety as their focus

New Ofsted Education Inspection Framework for September 2021

All schools should have a culture of safeguarding and this will be a significant feature of any Inspection. KGGS must have effective arrangements to always act in the best interest of the students, to protect them online and offline, including when they are receiving remote education. All staff have a duty to identify students who may be in need of early help, at risk of harm or have been harmed, and act upon their concerns. The school must manage safer recruitment and allegation about adults who may be at risk to children and young people.

Staff training – There is a national requirement for annual ‘update’ training for all staff and the school adheres to the 6-year training pathway. Having completed their DSL training 2 years ago Tracy and Sally will update their training at the beginning of the new school year. All staff at KGGS are up to date with safeguarding training and a log of training is kept.

System to record, store and review welfare concerns – Heads of Year have a system for recording any concerns about students, paper records are filed with the Head of Year and, once the issue is resolved, these are stored in the pupil’s hard copy notes (main school file). In addition to this all staff are trained in using the new data management system, Bromcom, and a refresher will be included in the INSET day training in September. This system allows all concerns to be logged which are then followed up by the safeguarding team. A full record of all incidents, actions and agencies involved is kept securely and records can be transferred should a student leave or join KGGS.

Specific child protection issues are managed by Tracey and Sally, and historic records are kept securely in Tracey’s office. A note outlining there is an ongoing issue will appear on the electronic records, (coded in line with GDPR) for completeness. The notes are securely archived once a child has either left school or the issue is resolved.

Staff Records – In line with national requirements KGGS keeps a confidential single central personnel record of all staff including sickness, disciplinary/HR matters, DBS checks, training etc. This is overseen by the Head Teacher. I can confirm that I have viewed this as part of the safeguarding governor duty.

Interview Procedure – KGGS is fully compliant with national safeguarding guidance regarding interviewing staff. This includes DBS checks, safer recruitment training, eligibility to work checks and qualification checks. New guidance recommends safer recruitment training is face to face, a number of the Senior Leadership Team undertake training.

Pupil Voice – There is a requirement for schools to assess how safe pupils feel at school. This is achieved via forums such as Key Stage School Council and Whole School Council. These inclusive groups are co-ordinated by Tracey and focus on a whole range of safeguarding/well-being topics – directed by the students. Student questionnaires have been conducted in all year groups and include questions about feeling safe and general well-being; these shared with the staff and the Welfare governor committee and

are available for parents on school website. An overwhelming 96% of those that responded to the questionnaire said that they felt safe and well cared for in school.

Links with other agencies – School maintains active links with many external agencies such as: CAMHS, LCC, Social workers, Nurses, GPs, Sexual Health, Oasis, We Are With You, Youth Workers, Food Bank, Relate, Pilgrim School, Occupational Therapists, Action for Young Carers and Counselling Services such as CASY. The school works very effectively with many of these agencies and facilitates meetings on site to minimise the disruption to the school day for the students.

Summary

I believe that the Safeguarding in the school is extremely well managed with significant improvement delivered against last year's actions despite Covid. Our provision through the pandemic has been well organised and has flexed to meet the needs of the students. Our plan for this year is appropriate to continue to improve and meet the needs of the students. Face to face meetings will now be held every term with the team and the link governor to track progress and to support the team. I want to say a massive well done to Tracey and the team for all their hard work.

Amanda Dorkes and Tracey Doig, July 2021