

Link Area: Safeguarding	Date of visit: May 11 th 2015	Governor: Jo Harcombe, link governor for safeguarding	Teacher: Julie Lennie, safeguarding lead 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

I met with Julie Lennie in May to discuss in detail the school safeguarding policy, procedure and practice. Outlined below are specific areas which have been checked and discussed in line with the role of the safeguarding link governor.

Policy – The safeguarding and whistleblowing policies are up-to-date, accessible and relevant.

Staff training – There is a national requirement for 3 yearly training for all staff. All staff at KGGS are up-to-date with regard to safeguarding training and a contemporaneous log of training is kept. Training includes specific ‘child protection’ training delivered bi-annually by Lincolnshire County Council. Julie Lennie co-ordinates the training to ensure it is fit for purpose, reflects staff needs and is accessible. Julie informed me this year that the new ‘best practice’ in training is for an annual update and Julie is working towards this for staff with a plan to facilitate small group sessions.

Staff Induction – All new staff receive safeguarding training as part of their induction to KGGS.

Lead staff training – Julie Lennie and her designated deputy attend multi-agency training and have completed the on-line GEL modules in line with their roles. This training is up-to-date.

Governor training – Alison Evershed is the designated governor training co-ordinator and maintains a contemporaneous database of all governor training. She flags up where there are any outstanding requirements.

System to record, store and review welfare concerns – Heads of Year have a system for recording any concerns about pupils in the ‘Pastoral’ section of the individual pupil’s record on the school IT system (SERCO). In addition 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).

Specific child protection issues are managed by Julie Lennie and records are kept securely in her office. A note outlining there is an ongoing issue will appear on the electronic records, (not confidential detail) 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, DRB checks, training etc. This is overseen by the Head Teacher.

Interview Procedure – KGGS is fully compliant with national safeguarding guidance regarding interviewing staff. This includes DRB checks, safer recruitment training, eligibility to work checks and qualification checks.

E-learning and Safeguarding – training on safety around e-learning is now included in this safeguarding report. Julie is in the process of updating the school safeguarding policy in collaboration with the Heads of Year to include e-learning safety training requirements. This training will also be included in the staff induction training.

Pupil Voice – There is a requirement for schools to assess how safe pupils feel at school. This is achieved at KGGS via forums such as Key Stage School Council and Whole School Council. These inclusive groups are co-ordinated by Julie Lennie and focus on a whole range of safeguarding/well-being topics – directed by the students. A year 8 pupil survey has been undertaken in the last year and assessed feelings of safety and wellbeing. Pupils reported they felt safe and knew who to turn to in times of need. Reports of these surveys are taken to the Welfare Governor Committee and discussed. The school also employs a highly trained student counsellor.

Attendance trends – this is a new inclusion to this report. Julie oversees weekly scrutiny of attendance trends, looking for trends that may be related to child safeguarding issues.

Links with other agencies – School maintains active links with many external agencies such as: CAMHS, LCC, Social workers, Nurses, GPs, Sexual Health, National Self Harm Network, Youth Workers, Spring Lodge (sexual assault referral centre), Food Bank, TAC, Relate, Pilgrim School, Occupational Therapists, Action for Young Carers, Centre for Grief & Loss, Counselling Services. The school works very effectively with many of these agencies.

Safeguarding themes specific to school - As the designated safeguarding lead for the school Julie Lennie, alongside her deputies and the Head Teacher analyse all child protection/child welfare and safeguarding issues to see if there are themes emerging where targeted action/support is needed. Julie and I spoke at length about this and it is very evident that a robust system is in place to both identify and tackle themes/trends on a continuous basis.

An example of this is the 'log of self-harm reports'. Action plans are in place at present for; school refusers, reported self-harm, reported overdose, other mental health issues affecting schooling and legal highs.

In addition Julie plans to facilitate an annual talk from a clinician regarding mental health issue (for staff, students and parents) and an annual e-learning safety talk from an outside expert.

In conclusion I am very confident that safeguarding policy, practice and procedure at KGGS is consistent with national guidance. Practice is up-to-date, considered carefully and thoughtfully and co-ordinated to a very high standard. The safeguarding team, led by Julie Lennie, carry out their duties to a very high standard and this is apparent in all the documentation and action plans.

Jo Harcombe

July 2015