Audit of statutory duties and associated responsibilities for schools in relation to:
'Keeping Children Safe in Education – 2016'

Completion and return target date: 31st March 2017

This document:

- provides statutory information to Surrey Safeguarding Children Board
- will help to ensure that gaps are identified in order to ensure robust safeguarding procedures are implemented
- forms a framework for the annual Safeguarding report to the Governing Body

Section 175 of the Education Act 2002 was implemented in June 2004. This introduced new statutory duties for schools, Governing Bodies and Local Authorities. 'Keeping Children Safe in Education', S.175 guidance, requires Governing Bodies to carry out an annual review of the school's policies and procedures and to provide information to the Local Authority about how the duties set out in the guidance have been discharged.

We recommend that the Nominated Governor for Safeguarding, together with the Head and/or Designated Safeguarding Lead (DSL), should complete this together. It must be presented to and ratified by the Governing Body. It is mandatory to return the completed audit to the Local Authority by the date below.

It should be completed in conjunction with the Ofsted Inspecting safeguarding in early years, education and skills settings' published in August 2016.

It is our expectation that as a minimum, all schools have the recommended standards in place for each area of safeguarding. Where settings do not have these in place, please use the School Action Plan (Annex A) to outline the steps to be taken to meet the requirements.

Each School/ educational setting should have the following in place:

- A written safeguarding/ child protection policy and up to date child protection procedures that have been agreed with the Governing Body. A model Safeguarding Policy is available from the Surrey County Council website, www.surreycc.gov.uk/educationsafeguarding which is updated regularly.

- The Designated Safeguarding Lead (who is a member of the Senior Leadership Team) is established and appointed by the Governing Body and named Deputy/Deputies identified and trained to the same standard.

- A Nominated Safeguarding Governor (preferably not the Chair) to champion safeguarding and child protection issues.

- Other safeguarding procedures, including managing allegations against members of staff, and an online/ e-safety policy.

- Staff behaviour policy/ code of conduct eg in line with 'Guidance for Safer Working Practice for Adults who work with Children and Young People', DCSF 2009 and Keeping Children Safe in Education 2016. A model staff behavior policy (code of conduct) is available from the Surrey County Council website, www.surreycc.gov.uk/educationsafeguarding which is updated regularly.

- Training at the appropriate level for **all** staff, governors and volunteers.

- Robust staff and volunteer recruitment and selection processes which safeguard children and are in line with the Government's document, 'Keeping children safe in education – 2016'. Please use in conjunction with the guidance issued by The Disclosure and Barring Service.

- A Single Central Record of employment and Disclosure and Barring Checks for all staff in regulated activity, appropriate references and risk assessments for volunteers.

Please tick appropriate box	Yes	No
The school has a Designated Safeguarding Lead who is a member of the School's Senior Leadership Team, and has been appointed by the Governing Body.	Yes	
The school has at least one Deputy Designated Safeguarding Lead.	Yes	
The school has a Nominated Governor for Safeguarding and Child Protection.	Yes	
The Head Teacher or a senior member of staff has successfully completed safer recruitment training and can evidence accreditation.	Yes	
A Governor has successfully completed safer recruitment training and can evidence accreditation.	Yes	
The school has held a whole-school 'Working Together to Safeguard Children' training within the past 12 months.	Yes	

NB SSCB requirement is regular safeguarding updates. If training materials other than those provided by SCC are used, the SSCB will require to see the outcomes and course materials

Enter date of last whole-school 'Working Together to Safeguard Children Training' and training provider: Our Designated Safeguarding Lead provided training for all staff at the INSET in September 2016.

1. School Safeguarding and Child Protection Policy	✓
Recommended standard required.	- The school policy follows the SCC model policy. - There is evidence the policy has been read by all staff, volunteers and adopted by the governing body. - Parents are aware of it through the prospectus and/or the school website, and it is easy to find. - The policy is a live document and it reflects practice. - The policy is reviewed annually. The policy now also includes: - Peer on peer abuse - Gender issues - Online sexual abuse - Sexting - Barriers to recognising abuse	

Evidence of compliance
Our Child Protection & Safeguarding Policy is based on the Surrey template, is updated annually and can be viewed on our school's website at http://www.thamesmead.surrey.sch.uk/governors/policies/ . We have added in our own introduction. All school policies are available on FROG and are easily accessible for staff. This policy was also emailed out to 'All Staff' to make sure they were aware it had been updated and specific references were made to the changes.

2. Child Protection Procedures		✓
		✓
Recommended standard required.	• All **DSLs** know where to find the Surrey Safeguarding Children Board Procedures (http://sscb.proceduresonline.com/) and use these within the setting. • All new and temporary staff are given a copy of the setting's safeguarding/ child protection policy, staff code of conduct and part 1 of Keeping Children Safe in Education (September 2016) and introduced to the DSL, and informed of the DSL role. • Child protection procedures are set out in the setting's safeguarding/child protection policy. • All documentation listed in SCC Model Safeguarding Policy is available for all staff to access. • Staff are aware of their responsibilities and know procedures to follow in line with 'Working together to safeguard children' training and have read "What to do if you're worried a child is being abused" (2015). • The Governing Body has a standing agenda item of safeguarding at their meetings. • All staff have been given a copy of Keeping Children Safe in Education 2016 part 1(September 2016) and have signed to say they have read and understood the contents. • Governors have been given part 2 and have signed to say they have read and understood the contents.	

Evidence of compliance
The DSL and DDSLs work together as a team and have specific protocols that they follow. All new staff receive a copy of the Child Protection & Safeguarding Policy, Staff Code of Conduct and part 1 of the current version of Keeping Children Safe in Education. Child Protection & Safeguarding training is part of induction. Photos of the Safeguarding team (DSL/DDSL) are available on noticeboards throughout the school.   We have specific protocols for temporary staff. Staff are aware of their responsibilities and know procedures. We have weekly safeguarding messages delivered in staff briefing and the staff bulletin which are fed through to governors via their weekly update. Copies of 'Working together to safeguarding children and 'What to do if you're worried a child is being abused' are available in FROG. The Governing Body have a standing agenda item on safeguarding at their meetings. All Staff are given a copy of Keeping Children Safe in Education and have signed to say they have read and understood it. Signatures are kept by HR.

Governors have been given a current copy of Keeping Children Safe in Education and specific reference is made to part 2. They have signed to say they had read and understood it. Signatures with GSO

3. Safeguarding Training	✓
Recommended standard required.	The Lead DSL and Deputy DSL(s) have completed SSCB multi-agency Foundation Modules 1 and 2 training. All DSL's have also attended "New to Role" and/ or "Update" training appropriate to their roles in the last two years, and are fully up to date with all legislation and statutory and non-statutory safeguarding guidance. All staff have received safeguarding training and updates regularly through staff meetings or online courses regularly or at least once every year. The school will evidence that any staff who missed all-school training have caught up. Staff training includes: - Online safety - Early Help - Record keeping processes - Whistleblowing - Alcohol and substance abuse - Domestic Abuse - Truanting - Sexting - Peer on peer abuse - Forced Marriage and Honour Based Violence - Female Genital Mutilation (FGM) - Private Fostering	

| | • Child Trafficking

New staff attend targeted training "Working together to safeguard children" within 3 months of appointment.

The lead DSL or a Deputy DSL attend all 3 termly DSL network meetings hosted by the Local Authority.

All governors have received safeguarding training to ensure clarity of their safeguarding roles and responsibilities. | |

Evidence of compliance

The DSL and DDSLs have all completed the required training and continue to update as required. They attend termly training sessions.   The training log shows when training was completed and when it needs to renewed for each member of the team and is kept with HR. The DSL and/or DDSLs attend the DSL network meetings.

All staff and governors have received safeguarding training and do so within three months of appointment. Thamesmead use Educare for their training and all staff and governors complete the required modules on a three year rolling programme. The GSO keeps the record for governors and HR for staff.

Thamesmead School have a comprehensive spreadsheet which is evidence staff have completed training and it can be seen where staff have missed any 'all staff' training.

Staff safeguarding training is organised in school, the latest session on the 27th January 2017 covered Enforced Marriage and Self Harming.

Safeguarding messages are delivered every week in the staff briefing, staff bulletin, which are then forwarded onto governors.

4. Teaching children about safeguarding		✓
Recommended standard required.	- Pupils are taught about their own and others' safety through the PSHE curriculum. Teaching of topics is reinforced through the pastoral system (tutor time, circle time, class meetings) and in assemblies where appropriate. - Pupils are taught to recognise safe and unsafe situations. - The school provides opportunities for pupils to speak to an adult in school if they are worried about their own or someone else's safety. - The school enables pupils to understand risk and build resilience (online and offline), taking account of issues that are important to the pupils. - The school is aware of vulnerable pupils and their circumstances so that issues are approached with sensitivity and additional support is provided for pupils who need it. - Children are made aware of their right to be safe from abuse. This is achieved through information made available, for children, young people and parents about where to go for help in relation to maltreatment and abuse. - Children are listened to, taken seriously and responded to appropriately, including during individual case decision-making.	

Evidence of compliance
Students at Thamesmead School are taught about their own and others' safety through the Citizenship, RS and Computer Science. Teaching of topics is reinforced through the tutor time and in assemblies. We confirm that bullet points 2 to 7 above all apply at Thamesmead School.   We have annual Safeguarding Reviews in school, which include governor involvement. It has been demonstrated during student focus groups that students feel safe in school.

5. Anti-Bullying Practice		✓
Recommended standard required.	- The school has an anti-bullying policy which includes the recognition that bullying can result in emotional abuse, information on cyberbullying and prejudice based bullying, including homophobic, transphobic and disabilities that has been updated in the last year and is consistent with current Department of Education anti-bullying guidance. - All staff are confident in their delivery of the policy. - Pupils have been consulted and have devised a pupil friendly version which is visible and used in the school. - A detailed bullying incident log is in place and maintained regularly. - The Senior Leadership Team analyses all bullying incidents to identify trends and reacts accordingly. The analysis is shared with governors. Staff and pupils deal effectively with instances of bullying behaviour and/or the use of derogatory or aggressive language.	

Evidence of compliance
Thamesmead School has an anti-bullying policy which is consistent with current Department of Education anti-bullying guidance and is updated accordingly. All staff are confident in their delivery of this policy. A copy of the policy can be viewed on our school's website https://www.thamesmead.surrey.sch.uk/governors/policies/. We have processes in place that mean occasions of any prejudiced related instances are dealt with effectively. Students will often confront their peers if they are using inappropriate, aggressive or derogatory language. Thamesmead School keep records of any Prejudiced Related incidents which the Senior Leadership team analyse to identify trends and react accordingly. The analysis is shared with governors at their Meetings.

6. Safer Recruitment		✔
Recommended standard required.	- The school has a culture of safer recruitment in relation to all staff. - Recruitment and selection processes are fully compliant with Department of Education guidance Keeping children safe in education (September 2016) and Governor Services training. - There is a safeguarding statement in job adverts, stating that an enhanced DBS check will be required prior to commencement, for all employees who work with children. - References for shortlisted candidates are collected prior to interview and used as part of the interview process. - The interview will include question(s) in relation to safeguarding children. - Any gaps in service or employment will be addressed during interview. - All interview notes will be retained by the school. - Recruitment files are checked and signed off by SLT to ensure all necessary checks have been completed prior to appointment. - Copies of DBS disclosure certificates will not be kept longer than 6 months. - At least one person on all recruitment panels has completed Safer Recruitment training.	

Evidence of compliance
Thamesmead School does have a culture of safer recruitment in relation to ALL staff. Our processes are fully compliant. We have a current Recruitment and Selection Policy which we adhere to. All adverts have a safeguarding statement. You will be able to evidence this via our recruitment page on our school's website. recruitment at Thamesmead School References are requested for all candidates before interview where practically possible. All questions asked at interview include a safeguarding question and any gaps in service or employment are addressed with the candidate. All interview notes are retained in school. Copies of DBS disclosures are not kept longer than 6 months and at least one person on all recruitment panels has completed Safer Recruitment Training. Recruitment files are checked and signed off by a member of the SLT.

7. Single Central Record		✓
Recommended standard required.	There is a single central record in place which shows the following: • an identity check; • a barred list check; • an enhanced DBS check/certificate; • a prohibition from teaching check; • a section 128 check relating to a person "taking part" in the management of an Independent School, Academy or Free School. • further checks on people living or working outside the UK; • a check of professional qualifications; and • a check to establish the person's right to work in the United Kingdom. • all staff who are subject to the Childcare Disqualification Regulations (2009) have completed a self declaration to state that neither they nor anyone they live with is a disqualified person. • There are separate sections for teachers, support staff, Governors, supervised volunteers and unsupervised volunteers and contractors. • All checks completed will be dated and initialed.	

Evidence of compliance
Thamesmead School have a single central register which has separate sections, shows all the required checks and signed and dated as appropriate. It is checked termly by the Governor who has responsibility for Safeguarding and periodically reviewed by the Headteacher.

8. Safer Working Practice for Adults who Work with Children and Young People		✓
Recommended standard required.	- There is a culture of vigilance in relation to staff and visitors (including contractors). - All adults must wear identification whilst on school premises, otherwise they will be challenged. - There is a staff behaviour policy/ code of conduct for all staff. - A copy of the Staff Behaviour Policy has been given to all staff who have signed to confirm that they have read it and agree to work within it. - The school has key safeguarding information available for visitors and volunteers who come regularly into school, and this includes adults who are not directly employed by the school, and/ or who provide contracted or commissioned services. - Adults are clear that their practice needs to be in line with this guidance. - There has been 'safer working practice' training undertaken by all staff and/or a discussion in a staff meeting.	

Evidence of compliance

There is a culture of vigilance at Thamesmead School in relation to staff and visitors. All visitors have to provide DBS information prior to visiting our site, those that are unable to produce the required information are accompanied at all times whilst they are in school. All people in school have to wear badges, different colour lanyards denote if they have a current DBS or not.

Thamesmead School has a Staff Code of Conduct which is given to all staff. We have set up an electronic system which enables HR to identify any member of staff who has not signed to confirm they have read the document.

We have produced a visitors' information leaflet which is given to everybody who visits our site. It highlights that Thamesmead School are committed to Safeguarding and promotes the welfare of our young people and that we require all staff and visitors to demonstrably share this commitment. Contained in this leaflet is information regarding our child protection procedures and guidance on what to do if there are any concerns. We also have a visiting speakers' protocol which staff adhere to.

9. Procedures on How to Manage Allegations Made Against Staff/Volunteers		✓
Recommended standard required.	• Procedures for the management of allegations are in line with part 4 of Keeping Children Safe in Education 2016. • If staff have a concern about another member of staff they know to contact the headteacher. • Staff are aware of how to contact the Chair of Governors discretely should they have a concern about the Headteacher and the Chair of Governors knows what to do if such an allegation is made. • In the event of an allegation being made against a member of staff involving a child or young person the Local Authority Designated Officer (LADO) will be contacted immediately. • The school will contact the LADO before commencing any internal investigation, and be guided as to the next steps. • Serious concerns are reported to the National College for Teaching and Leadership.	

Evidence of compliance
Thamesmead School have a Managing Allegations Policy which is readily available to all staff on our FROG portal. The policy is part of our overall strategy to safeguard and promote the welfare of children whilst acknowledging that adults about whom there are concerns should be treated fairly, honestly and provided with any necessary support. Staff are reminded of what to do to raise concerns. If staff have any areas of concern they know what procedures to follow. Any serious concerns would be reported to the National College for Teaching and Leadership.

10. Supervision		✓
Recommended standard required.	• The Designated Safeguarding Lead holds weekly meetings with all Deputy DSL's to discuss individual cases where children and young people are either on Child Protection Plans, Child in Need plans, are part of the Early Help process or have been identified as vulnerable but not reached the threshold for referral or assessment. • These meetings are minuted and any decisions and outcomes are recorded.	

Evidence of compliance
The Designated Safeguarding Lead meets regularly with the Deputy Designated Safeguarding Leads. Thamesmead School have procedures in school which make sure the safeguarding team are fully aware of all students that have any particular issues or needs. The team do meet regularly and these meetings are recorded accordingly.

11. Record Keeping Procedures		✓
Recommended standard required.	• The school has reviewed its procedures on recording, retaining and sharing child protection concerns against current guidance, has amended its procedures accordingly and they are applied consistently. • There is cross referencing between pupil and CP files. • There is evidence that all staff are following the procedures and actions/outcomes are recorded against each concern. • Any original notes made or emails sent and received of disclosures and safeguarding concerns or discussions are retained in the CP file. • CP files are transferred if a pupil moves to another school. If posted, a copy of the file is retained until proof of receipt, then the copy is shredded. The proof of delivery (email or receipt) is retained for 6 years.	

Evidence of compliance
Thamesmead School have a policy of continual review of procedures on recording, retaining and sharing child protection concerns, there is cross referencing between student and CP files and comprehensive records regarding concerns are kept. The Safeguarding team believe that there is conflicting advice regarding the copying of CP files when students are transferred either to another school or onto college. They highlighted concerns where if a copy of the CP file had not been kept for a period of time how this could have had repercussions for students that have moved on.

12. Children Missing Education and Pupils Missing Out on Education		✓
Recommended standard required.	• The 'Children Missing from Education (CME)' process is well established and all staff (including school governors) are fully aware of the current DfE statutory guidance (updated in September 2016 https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/550416/Children_Missing_Education_-_statutory_guidance.pdf) in relation to CME and school attendance advice. • There are clear and well defined processes and roles and responsibilities in monitoring pupils who do not access school including those attending approved, quality assured Alternative Provision, Work Experience placements. • Part-time time tables are used sparingly and appropriately, are time bound and are reviewed regularly between school, parent and pupil. • The school will inform the local authority of any pupil who fails to attend school regularly, or who has been absent without the school's permission for a continuous period of 10 school days or more, at such intervals as are agreed between school and the local authority. • The school informs the local authority of any pupil who is going to be added or deleted from the admission register in the circumstances set out in Keeping Children Safe in Education (September 2016).	

Evidence of compliance
Thamesmead School have well established processes for monitoring students who are not in school. The students' attendance list is scrutinised each day to identify any high risk students who are not in school. Our staff monitor attendance of any students who are educated off site Part-time time tables are used sparingly and appropriately, are time bound, and are reviewed regularly between school, parent and student. We do inform the local authority through the EWO, of any students who do not attend school regularly and of any students going to be deleted or added to our admission register in the circumstances set out in Keeping Children Safe in Education (September 2016).

13. Radicalisation and Extremism	✓
Recommended standard required.	• The school Safeguarding/ Child Protection Policy has a section on Radicalisation and Extremism which lists the general and local risk of young people being drawn into terrorism, signs of what to look out for (risk factors and vulnerability factors) and a link to the <u>DfE Prevent guidance</u> . • Fundamental British values are promoted in the delivery of the curriculum and extra-curricular activities and are reflected in the general conduct of the school. • All staff have completed either the "Workshop to Raise Awareness of Prevent" (WRAP) training or the Home Office online Prevent Training (https://www.elearning.prevent.homeoffice.gov.uk/) and know what to do if they have a concern about a pupil. • The DSL has completed the "Workshop to Raise Awareness of Prevent" (WRAP) training. • All staff have completed the online <u>Channel training programme</u> and knows when it is appropriate to make a referral to the Channel programme. • The School IT system has appropriate levels of filtering to ensure children are safe from terrorist and extremist material and social media accounts when accessing the internet and the system is regularly checked and tested.	

Evidence of compliance
Our school's Child Protection & Safeguarding Policy is based on the Surrey template, includes a section of Radicalisation and Extremism and has a link to the prevent guidance. British Values are promoted within school. A record is kept of all staff and when they complete their Prevent Training. Our school IT systems has appropriate levels of filters and are regularly checked and tested. Regular reports are given to the HT.

14. Use of School On-site Facilities by External Visitors/ Private Hire of School Facilities		✓
Recommended standard required.	• Prior to agreeing to the private hire of on-site facilities to members of the public, during term time and/ or when children/pupils are on site in a residential provision; adequate checks and references are undertaken, including a detailed risk assessment to demonstrate how the risks to pupils will be managed. • Security of the site is reviewed by the senior leadership team and Governing Body to ensure safety to pupils and adequate steps taken to safeguard children from harm. • Written agreements are in place for all hire of facilities and agreements reflect that effective monitoring is in place by the contracting individual/ organisation to safeguard children. • Any private hire agreements includes due diligence checks on groups and visiting speakers in relation to Prevent eg checking presentations prior to the event and completing background checks.	

Evidence of compliance

All relevant checks on any visitors to our school are made prior to their arrival (see section 8 for full details). Our school has a visiting speakers' protocol which staff are aware of and to which they adhere to.

The security of the school site is regularly reviewed with reports given to governors at their Safeguarding Committee Meetings.

Written agreements will and are put into place for any one that wishes to hire our facilities.

15. Online Safety		✓
Recommended standard required.	- The school has a current online safety policy for staff and pupils, an Acceptable Use Policy in relation to school computers and other media, and has been signed and dated. - The school has an online safety coordinator who has completed the CEOP 'Thinkuknow' training or similar. - The school has a clear policy on the use of mobile technology in the school. - The school has regular awareness training for parents, staff and pupils. - Online safety is woven into the whole curriculum and is developed throughout the year across all ages and subject areas. - Staff understand the risks posed by persons who use technology, including the internet, to bully, groom, radicalise or abuse children or learners. - The school has completed the Surrey e-safety audit and is fully conversant with the e-safety toolkit. - Pupils are aware of what they should do if they see something online that upsets them or if they chat with someone that they don't know. - There is monitoring and filtering installed on the school computer network and it is regularly tested and is effective. - The school network manager/ systems administrator reports any online concerns to the DSL. - The school can evidence that it has considered how to manage children's access to unlimited and unrestricted access to the internet via 3G and 4G while on school premises.	

Evidence of compliance
Thamesmead School has an Online Safety Policy and an Acceptable Use Policy which is signed and dated. Our coordinator has completed relevant training. Online safety is woven into the curriculum and delivered throughout the whole year. The Surrey E-Safety audit was completed but will be revisited to ensure that we are fully compliant. Staff complete online training with Educare called Child Exploitation & Online Safety, which continues on a three year programme.

See item 13, which confirms monitoring and filtering of our network. Our network manager reports any concerns to our DSL and headteacher.

Students' access to their mobiles is restricted and they do not connect to our network with their own devices. Our mobile policy only permits use of 3G and 4G technology under teacher supervision. We intervene if the mobile technology is misused and students are aware that mobiles will be confiscated if rules are breached.

16. Child Sexual Exploitation (CSE)		✓
Recommended standard required.	- The school Safeguarding/ Child Protection Policy includes the risk factors, signs and indicators to identify CSE and is included in staff safeguarding training. - When assessing whether a child or young person is the victim of CSE, the Surrey Safeguarding Children Board screening tool is used in all cases. - Key messages about healthy relationships are taught to all ages using age and stage appropriate language to explore topics such as friendships, appropriate touch, keeping safe, recognising and assessing risk and knowing how and where to get help when needed. - CSE posters are displayed on notice boards.	

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Evidence of compliance
The Safeguarding team use the SSCB screening tool and it is saved it into their Safeguarding folder which all the safeguarding team have access to. All key messages regarding healthy relationships are taught to the students. CSE posters are displayed on notice boards.

17. Registered Children's Home Regulations (Applicable to Residential Schools registered as a Children's Home only)
Recommended standard required.	- The residential school is fully compliant and can evidence compliance with Regulation 44 of the Children's Homes Regulations 2001 (amended 2011) Children's Home Regulations; - Independent Visitors Reports are shared with the Responsible individual in the Home Local Authority within 5 days of completion and appropriate risk assessments undertaken. - The names of all children placed out of county are provided to the Responsible Individual in the host local authority and kept up to date and processes are fully effective.

Evidence of compliance
N/A

18. Use of Physical Restraints		✓
Recommended standard required.	• All staff have received appropriate training eg, MAPA, Teamteach. • The member of staff involved in the restraint will complete an entry of the restraint in the official sequentially numbered book, and bring it to the attention of their supervisor immediately. The record will show, the date, time and location, who was also present and the restraint method employed. • School keeps a record and review all incidents where physical intervention involving the use of force against resistance from a child has been necessary. • A debrief session will take place including obtaining the views of the child to ascertain why the restraint was necessary. • Analysis of all restraints will be completed regularly to identify any repetitive factors which may help to avoid future use of restraints.	

Evidence of compliance
All staff receive appropriate training with respect to Physical Restraint. We have a Physical Contact Policy which is filed in FROG for all staff to refer to. Any incidents are recorded. Parents and students will be spoken to when restraint has been used and why it was necessary. An annual report on any incidents is provided for the governors.

19. Please detail below any other areas of achievement in relation to safeguarding and child protection for your particular school or educational setting which can be shared as good practice.

1	We have an annual Safeguarding Review in school which involves governors and the leadership working together to talk to members of staff on various aspects of safeguarding. This is a very useful exercise which not only identifies our strengths but also areas for improvement which we can work on.
2	Visitors Process – All visitors have to provide DBS information prior to visiting our site. All people in school have to wear badges. Different colour lanyards clearly show those people who do not have a current DBS and therefore should be accompanied at all times.
3	We have introduced a Visiting Speakers protocol into school to make sure any visitors that present to our students are suitable. This is to meet the Prevent Duty Guidance in England and Wales HM Government July 2015.
4	A Safeguarding item of the week is highlighted during Staff Briefing every Wednesday which is then forwarded to Governors for their information.

Additional Information. Only to be completed if different from last year's audit. If nothing has changed go to Q6.

1)   Lead Designated Safeguarding Lead

Name: ………………………………………………………………………….

Email……………………………………………………………………….

Position in school: …………………………………….. …………………………………………………

Date and details of DSL New to Role training: ……………………………Update……………………………

Training provided by……………………………………..

Date of Inter Agency SSCB Foundation Modules 1 and 2 Training……………………………………….

Length of time as DSL: …………………………………..

Are you clear about the role and responsibilities as a Designated Safeguarding Lead (DSL) as outlined in Appendix 3 Safeguarding Children and Safer Recruitment in Education? **Y/N**

Are you given any protected or allocated time to fulfill this role within your school? **Y/N**

Comments: ……………………………………………………………………………………………
………………………………………………………………………………………………………..
 ………………………………………………………………………………………………………..

2)   <u>Deputy DSL</u>

Name………………………………………………………………………………….

Email………………………………………………………………………………….

Position in school………………………………………………………………….

 Date and details New to Role training: …………………………….Update…………………………….
Training provided by……………………………………..

Date of Inter Agency SSCB Foundation Modules 1 and 2 Training……………………………………….

Length of time as a Deputy DSL: ……………………………………

3) <u>Other Deputy Designated Safeguarding Lead(s)</u> (if applicable)

Name: …………………………………………………………………………

Email……………………………………………………………………….

Position in school: ……………………………………………………….

Date and details New to Role training: ……………………………Update…………………………….

Training provided by…………………………………………..

Date of Inter Agency SSCB Foundation Modules 1 and 2 Training……………………………………………

Length of time as Deputy DSL: ……………………………

Name: …………………………………………………………………………

Email……………………………………………………………………….

Position in school: ……………………………………………………….

Date and details New to Role training: ……………………………Update…………………………….

Training provided by…………………………………………..

Date of last Inter Agency SSCB Foundation Modules 1 and 2 Training……………………………………………

Length of time as Deputy DSL: ……………………………….

4) <u>Nominated Governor for Safeguarding and Child Protection</u>

Name: …………………………………………………………………………...

Email………………………………………………………………………….

Date and Title of last Safeguarding training: …………………………………………..

Length of time as Nominated Governor: …………………………………………

Date of last safeguarding training for full governing body: ……………………………………….

5) <u>Designated Person for 'Looked After Children' pupils</u>

Name…………………………………………………………………………

Email………………………………………………………………………….

Position in School: ……………………………………………………………..

Length of time as Designated Person for LAC: ……………………………….

How many statutory sessions for the role have you attended?: ………………

Please provide the following information relating to the academic year 2015/2016

<u>**To be completed by all schools**</u>

6) Number of Child Protection referrals to Children's Social Care   10

Number of Prevent referrals to Children's Social care   1

Number of Prevent referrals to Police (Lee Sawkins Surrey Police Prevent Coordinator, 101, 999)   0

Do you have a record of the outcomes of all cases referred?   Yes *(due to backlog re children's services we have not always had feedback. However on all MARF's with cc to EHA/YSS we now are getting feedback from these agencies)*

If you made **no** referrals, did you consult with Social Care about any individual pupils?   Yes / No *(we always refer and copy in YSS/Early Help)*

Have you sought advice from another agency about child protection or child in need concerns? Yes / No *(what other agency? We always refer to C. Services)*

If Yes, please indicate from which agency or agencies you sought advice: …………………………………………………..

7.   Number of children subject to a child protection plan (at date of report)   3

Number of invitations to child protection conferences 5

Number of conferences attended – all except 1 which took place in half term.

Reason(s) for non-attendance (if applicable)….half term …………………………………………………………………..

How many reports have you written and submitted for a child who is the subject of a child protection conference? 5

8)   How many Child Protection Strategy Meetings have you attended? … -

9)   Number of allegations/concerns about members of staff   2 (18/11/15 and 20/11/15)

10)   Number of allegations reported to the LADO   2

11)   Early Help Assessment (EHA) *Due to MASH structure we send our MARFs to them for this service to allocate to Early Help/CIN/CP*

Has a member of staff from your school/setting undertaken EHA training? Yes

Were any Early Help assessments undertaken in relation to students at your school during the last academic year? Yes

If yes, how many? 10 via MASH since Sept 16

All schools:
Please record any other comments you wish to raise

………

………..

……

……

……

……..

<u>Completion and return target date:</u>

For: SCC, Schools and Learning

Date form received…………………………………

Date read ………………………………

Response needed   Yes / No

Date of response…………………………………

Plan summary…...………………………………………………………………………………………

Annex A

Safeguarding Action Plan
(for school use only)

Action	By whom	Target date	Date achieved
We do not have a student friendly version of our Anti-bullying policy. This will be reviewed.	PR		

Signature of Headteacher:

P. Rodin

Date: 2nd March 2017

Print name: Peter Rodin

Email: p.rodin@thamesmeadschool.com

Telephone:… 01932 219400

Signature of Chair of Governors

Date: 2nd March 2017

S. Baa

Print name: Sandy Baars

Contact details:

Email: j.smith@thamesmeadschool.com

Telephone:… 01932 219400