



Safeguarding at The Leys

Child Protection

- School has designated leads
- Chair of governor is safeguarding governor
- Staff receive Annual update training
- Teaching staff receive training on PREVENT
- Induction training.

How do GB know?

- Termly safeguarding Report
- Each GB meeting has *safeguarding* as standing agenda item.

Policy & Practice

- All policies reviewed and available to stakeholders
- Safeguarding self assessment annually and yearly audit. Last LA audit October 2022
- Safeguarding part of annual review cycle
- Culture of 'self-review' and improvement at the school.

How do GB know?

- Termly link governor safeguarding Report
- Each GB meeting has safeguarding section.
- GB actively part of process.

Online Safety

- All staff & governors have school email addresses
- Pupils, staff and governors sign Online Code of Conduct
- All ICT units begin with online safety element
- Both Key stages made aware of CEOPS
- Links to online advice and resources on school website and in newsletters
- Guidance letters to parents
- Parent INSET session organised annually

How do GB know?

- Feedback at GB meetings

Health & Safety

- School has internal and external annual H&S audit
- Risk assessment process reviewed and shared with staff
- On site link Governor visits

How do GB know?

- H&S Governor checks as part of audit
- Local authority audits sent to GB for evidence

Visitors to School

- Visitors Code of Conduct – leaflet available on arrival
- Gate with buzzer at front of school
- New electronic entry system + badge – Autumn 2022
- Volunteers Policy & Induction
- All visitors to front of school
- Visitors policy -

How do GB know?

- Feedback at GB Meetings
- When they visit the school
- Check entry log

Attendance

- Attendance expectation is 96%
- termly attendance meetings to track below 90%
- Persistent absentees reviewed on ARBOR
- Individual attendance action plans in operation
- Letters/follow up as appropriate
- Reviewed at weekly inclusion meetings

How do GB know?

- Reported through committee meetings

Appropriate Training

- Safeguarding training annually
- CP Leads trained
- All staff received training
- SLT all trained on Safer Recruitment and Single Central Record
- School aims to % of staff 1st aid trained
- Nurture group to support social/emotional needs
- GB members attend safeguarding training
- FGM and PREVENT training is organised annually

How do GB know?

- Annual safeguarding Report

Curriculum

- Comprehensive E Safety curriculum is delivered in all classes
- PSHE 1 Direction programme of study (includes RSE)
- Growth Mindset
- Therapeutic Thinking (was Herts Steps)
- See also other curriculum documents

How do GB know?

- Feedback at GB Meetings
- Link Governor meetings

Single Central Record

- Checklists in place in each file
- HT & SBM conduct termly checks
- All files checked by key staff/SLT
- SLT & key staff receive training
- Audits of SCR systems

How do GB know?

- Safeguarding Governor checks as part of audit
- Audits shared to GB for evidence

Staff

- Staff log all concerns on a secure centralised system - CPOMS
- Staff lanyards remind staff of the procedures to follow
- Weekly safeguarding update shared with all staff and includes key messages
- Weekly briefing and team meetings
- Class teachers able to access pupil history for their class

How do GB know?

- Safeguarding Governor visits & reports.

Fire Drills

- Conducted each ½ term
- Average exit time is around 2:20mins
- Drills are 'unannounced'
- Exit routes checked as part of H&S audit
- SLT and site manager review each drill

How do GB know?

- All drills reported in GB meetings

Parents

- Key safeguarding messages are shared in newsletters and on the school website
- Termly safeguarding newsletter
- Links providing guidance and support for family wellbeing, mental health and bereavement were added to the school website
- Parental E Safety workshops held annually

How do GB know?

- Parent Governor Feedback
- questionnaires

Safer Recruitment

- SLT, other Key staff and GB 'safer recruitment' trained
- 'Keeping Children safe' underpins recruitment process
- All required checks take place before appointments are made
- Renewed forms when requesting info/references

How do GB know?

- Training reported at GB meetings
- Attendance on interview panel

Contextual Safeguarding

- In PSHE pupils are asked about their concerns outside of school
- Staff share strategies with children to stay safe and get help when they are outside of school

How do GB know?

- To be reported link governor meetings.

Peer on Peer Abuse

- All allegations are reported to the DSL immediately
- All allegations are recorded
- If there is a suspected crime committed DSL will contact CSC and Police
- Parent will be informed immediately.
- Individuals are supported by appropriate identified staff and External agencies
- DSL will put a risk assessment and support plan in place for all children involved.
- I decision PSHE programme will be used to support
- class/school