

North Yorkshire Annual Report to the Governing Body on Safeguarding Children

Purpose of the document:

‘Governing bodies and proprietors must ensure that they comply with their duties under legislation. They must also have regard to this guidance to ensure that the policies, procedures and training in their schools or colleges are effective and comply with the law at all times’

Reference: Keeping Children Safe in Education (DfE) July 2015

Section 175 of the Education Act 2002 requires governing bodies of maintained schools and further education colleges (including sixth form colleges) in relation to their functions relating to the conduct of the school or the institution to make arrangements for ensuring that such functions are exercised with a view to safeguarding and promoting the welfare of children who are either pupils at the school or who are students under 18 years of age attending the further education institution.

A copy of this completed annual report should be shared in Part Two of a full Governing Body meeting.

Name of School: Sutton on the Forest C of E Primary School

Date: June 2016

Report is for the academic year: 2015/2016

Report author Mrs J Botham

Name of Head Teacher Mrs J Botham

Name of Designated Senior Person: Mrs J Botham

Deputy Designated Senior Person(s) *(if applicable)* Mrs Lane *(left the school April 2016)*

Name of Chair of Governors Mr Martin Wiltshire

Name of Nominated Safeguarding Governor *(if applicable)*: Judith Catchpole

WHOLE SCHOOL SAFEGUARDING ISSUES:

1. Summary of safeguarding training undertaken by school staff

All staff should complete training as outlined below and as identified in the school Training Needs' Analysis.

- The school's **Designated Senior Person** for child protection undertakes basic child protection training; reads the NYCC Induction pack available at <http://cyps.northyorks.gov.uk/index.aspx?articleid=13496>; attends the *Comprehensive Child Protection Pathway* course available via SmartSolutions and updates training at least every 2 years as identified in the school Training Needs analysis.
- The **Headteacher** undertakes basic child protection training; reads the NYCC Induction pack <http://cyps.northyorks.gov.uk/index.aspx?articleid=13496>; attends the *Comprehensive Child Protection Pathway* course available via SmartSolutions and updates child protection training regularly in line with advice from NYSCB.
- **All other school staff, including non-teaching staff and school governors**, undergo child protection training on induction which is updated regularly in line with advice from NYSCB.
- **School governors** access the NYCC training materials *Safeguarding the children in your school* @ <http://cyps.northyorks.gov.uk/index.aspx?articleid=15231>

Basic Awareness online training www.safeguardingchildren.co.uk

NYCC Child Protection Whole School training materials with teaching notes to enable DSP to deliver: <http://cyps.northyorks.gov.uk/index.aspx?articleid=15231>

E-safety training available from NYCC Education and Skills team via SmartSolutions.

Female Genital Mutilation <http://www.fgmelearning.co.uk/>

Domestic Abuse Basic Awareness www.idas.org.uk/training/index.asp

Forced Marriage <https://www.gov.uk/forced-marriage>

Prevent training (preventing people from being drawn into terrorism)

A programme of 'Prevent' training and consultancy is available to schools through SmartSolutions Online: www.northyorks.gov.uk/smartsolutions

Three levels of support:

Level 1: Leadership consultancy focusing on Prevent including the WRAP3 training- Workshop to raise awareness of Prevent:

Level 2: Whole establishment consultancy focusing on Prevent:

Level 3: Next Step School Leadership support focusing on Prevent/British Values:

Prevent online training : http://course.ncalt.com/Channel_General_Awareness/

The e- learning package can also be found on the North Yorkshire LSCB website accessed through the training brochure.

Safeguarding Team	Number	Date Of Training	Title and Method of training	Course Provider (if applicable)
DSP	1	November 2015	DSP Child Protection Training Basic Awareness on-line training	NYCC
Deputy DSP(s)	1	November 2015	Whole School Child Protection Training February 2016 Basic Awareness online training	Led by DSP
Head Teacher (DSP)	1	November 2015	DSP Child Protection Training Led Whole School Protection Training Basic Awareness online training	NYCC
Other Staff				
Teaching staff	6	February 2016 February 2016	Whole School Child Protection Training (NYSCB) PREVENT training-on-line certification Basic Awareness online training	Led by DSP As whole staff during staff meeting –using laptops
Teaching assistants	3	February 2016 February 2016	Whole School Child Protection Training (NYSCB) PREVENT training-on-line certification Basic Awareness online training	Led by DSP As whole staff during staff meeting –using laptops
Midday supervisors (the school MSA` s are also GTA`s)	5	February 2016 February 2016	Whole School Child Protection Training (NYSCB) PREVENT training-on-line certification Basic Awareness online training	Led by DSP As whole staff during staff meeting –using laptops
Administrative staff	1	February 2016	Whole School Child Protection Training (NYSCB) PREVENT training-on-line certification Basic Awareness online training	Led by DSP As whole staff during staff meeting –using laptops
Caretaking and cleaning staff	2			
Technicians	1		NYCC Schools ICT	
Volunteers	4		Volunteers are also school governors	
Governing Body	9	February 2016 February 2016	Governor Child Protection Training PREVENT training-on-line certification Basic Awareness online training	Led by DSP using NYCC training materials

Further reference: School training records

2. Safeguarding induction and training of new staff, including school safeguarding policies and procedures

Role	Number	Date of safeguarding induction	Safeguarding induction, including policies and procedures given (yes/no)	Date of safeguarding children training
Teachers	N/A			
Support Staff	N/A			
Volunteers	N/A			

The content of the safeguarding induction includes:

- Basis awareness online training www.safeguardingchildren.co.uk – Yes
- Reading at least part one of Keeping Children Safe in Education DfE 2015 –Yes
- School Child Protection Policy – Yes
- Reading Associated safeguarding policies e.g. safer working practices, safeguarding policy, whistle blowing, children not collected from school policy, school security policy, educational visits policy– Yes
- Other resources – Yes
Risk Assessment File

“All staff members should be aware of systems within their school or college which support safeguarding and these should be explained to them as part of staff induction. This includes: the school’s or college’s child protection policy; the school’s or college’s staff behaviour policy (sometimes called a code of conduct); and the designated safeguarding lead.” DfE **KCSiE July, 2015**

Ref Sample North Yorkshire Child Protection policy **Appendix M** Safer Working Practice **Staff behaviour policy**

Schools are required to have in place a staff behaviour policy, (sometimes called a code of conduct). It is recommended that the school adopts and makes all staff & volunteers aware on induction of the NYCC Guidance for Safer Working Practice for Adults who work with Children and Young People in Education and Early Years’ Settings

<http://cyps.northyorks.gov.uk/index.aspx?articleid=13496>

and NSPCC Briefing The role of schools, colleges and academies in protecting children from grooming and entrapment www.nspcc.org.uk to ensure that staff are aware of behaviours which should be avoided and that staff and children are safe .

3. Safer Recruitment training undertaken and completed by at least one member of the recruitment panel:

Reference: Sample North Yorkshire Child Protection Policy Appendix L Safer Recruitment and Selection

- face to face materials delivered by accredited trainers – schools can commission training from Lucy Faithfull

- On line materials available on NSPCC website

Head Teacher: Mrs Botham

Date: Training completed- May 2015

Experienced Teacher: Date

Governor: Mrs Catchpole

Date: Training completed -

Governor: Mr Wiltshire

Date

Governor Date

Other Date

4. Policies and other documents relating to safeguarding

Safeguarding policies and procedures	Yes/No	Last review date	Date shared with school staff	Next review date
Alternative Provision				
Anti-bullying (S)*	Yes	January 2015	January 2015	January 2016
Attendance (including missing children)	Yes			
Behaviour (S)	Yes	April 2016	April 2016	April 2017
Child protection (S) (including management of allegations)	Yes	October 2015	October 2015	October 2016
Children Looked After (S)	Yes	Spring 2016	Spring 2016	Spring 2017
Complaints (S)	Yes	September 2015	September 2015	September 2016
Drugs and substance misuse				
Educational Visits	Yes	May 2016	May 2016	May 2107
Equality and diversity-single equality				
First aid (including management of medical conditions, intimate care)	Yes	April 2016	April 2016	April 2017
Health and safety (including school security) (S)	Yes	March 2016	March 2016	March 2017
ICT including e-safety	Yes	March 2016	March 2016	March 2017
Intimate care	Yes	Sep 2015	Sept 2015	Sept 2016
Radicalisation and extremist behaviour <i>NB It is not a requirement to have a separate policy for radicalisation and extremism – this can be integrated into existing school policies for example</i>				
Recruitment and selection				
Safeguarding statement on school website	Yes			
Sex and Relationships Education (S)	Yes	November 2015	November 2015	November 2016
Supporting pupils with medical conditions (S)medicines in school Policy	Yes	April 2016	April 2016	April 2017
Staff behaviour policy (code of conduct)(S)	Yes			
Use of reasonable force and restraint (physical intervention)	Yes			

Whistle blowing	Yes			
Work placements				
Insert any additional policies/guidance e.g. self-harm, eating disorders				

(S) * Statutory

Is a record maintained to evidence that all staff/volunteers have been made aware of the above policies and how to access them? Yes

Who is responsible for maintaining that record?

Name: Mrs Wheeler Role: School Administrator

5. Has the North Yorkshire Safeguarding Audit been completed for this academic year? Yes / No

Who was involved in the completion of the audit?

Name: Mrs Botham Role: Head teacher

Name: Ms Dearden Role: Parent Governor

Name: Mrs Catchpole Role: Safeguarding Governor

6. Is safeguarding a standing agenda item at all governing body meetings? Yes

INDIVIDUAL CASEWORK SAFEGUARDING ISSUES:

NB due to the sensitive nature of safeguarding information it is essential to maintain confidentiality, as the information shared in this report could lead to the identification of individuals. Governors should not have information about individual safeguarding cases, unless fulfilling disciplinary functions, therefore names and specific circumstances cannot be shared.

7. Number of referrals made to Children’s Social Care: None

8. Total number of pupils for whom there is a child protection plan throughout the academic year: None

School participation in child protection conference process

Number of child protection initial and review conferences held	Number attended	Number of reports submitted		Number of core group meetings held	Number attended
None					

9. Number of allegations made against staff - None

Were North Yorkshire Safeguarding Children Board Procedures complied with for each allegation?

Yes / No

10. Other comments on safeguarding issues

Comments

- **Emerging priorities**
- **Impact of safeguarding actions**
- **Barriers to implementation of the school's statutory duties to safeguard children (2015 DfE Keeping Children Safe in Education)**

(You may wish to refer to your completed Safeguarding Audit to inform your comments)

Signed. *Mrs J L Botham* Date: June 2015

Job title: Headteacher