

XXX Primary School

Definition of safeguarding

In relation to children and young people, safeguarding and promoting their welfare is defined in Working Together to Safeguard Children as:

- protecting children from maltreatment
- preventing impairment of children's health or development
- ensuring that children are growing up in circumstances consistent with the provision of safe and effective care
- taking action to enable all children to have the best outcomes

Evidence to look for when inspecting safeguarding arrangements

- the extent to which leaders, governors and managers create a positive culture and ethos where safeguarding is an important part of everyday life in the setting, backed up by training at every level
- the application and effectiveness of safeguarding policies and safe recruitment and vetting processes
- the quality of safeguarding practice, including evidence that staff are aware of the signs that children or learners may be at risk of harm either within the setting or in the family or wider community outside the setting
- the timeliness of response to any safeguarding concerns that are raised

Evidence of a policy or practice will be needed to provide the assurance of a yes judgement during this review.

If the judgement is no, the reviewer recommends strongly that the school takes appropriate action to ensure that practice is reviewed and or policy is reviewed.



Education Child Protection

Relevant policies adopted, up to date, regularly reviewed and linked and accessible?

Safer Employment Policy Yes/No Safeguarding and Child Protection Policy Yes/No Safeguarding and Child Protection policy on website Yes/No School Equality Policy Yes/No School recruitment and selection Policy Yes/No Staff Code of Conduct Yes/No Staff discipline and grievance policies adopted Yes/No Whistleblowing policy accessible to all staff Yes/No Acceptable use of ICT Yes/No Lone Working Policy Yes/No Yes/No Intimate care Policy Yes/No First Aid Policy Physical Handling and restraint Policy Yes/No **Behaviour Management Policy** Yes/No **Anti-Bullying Policy** Yes/No Supporting pupils with medical conditions Yes/No

Essential documentson file

Keeping Children safe in Education

Keeping Children Safe Part 1 issued to all staff and centrally recorded

Yes/No

Working Together to Safeguard Children

Yes/No

Safer Working Practice or similar code issued to staff and recorded

Yes/No

Appropriate risk assessments in place

Yes/No



Child Protection Training including induction for all new staff and volunteers

CPTraining every three years for all staff

Yes/No

All staff updated at least annually Yes/No

Induction for all new staff

Yes/No

CP training for all new staff
Yes/No

Central record of completion of Induction training

Yes/No

Appropriate CP training and induction for volunteers

Yes/No

Appropriate induction for agency and self employed staff

Yes/No

Are all staff aware of responsibilities with respect to FGM and

missing children? Yes/No

Named Designated Persons and record of initial and refresher training

DP 1 Date of most recent training

DP 2 Date of most recent training

DP3 Date of most recent training

DP4 Date of most recent training

Does the designated safeguarding teacher have an

appropriate job description?

Yes/No

Does the designated safeguarding lead have "sufficient time, funding, training, resources and support to provide advice and support to other staff on child welfare and child protection matters, to take part in strategy discussions and inter-agency meetings, to contribute to the assessment of children and to take steps to escalate when appropriate?

Yes/No

Additional training undertaken by staff and governors (including LSCB and Education Child Protection)

Brief details



The school records information relevant to safeguarding concerns clearly, accurately and securely and shares it both internally and with other agencies

Records clear, accurate and complete

Yes/No

Records secure Yes/No

Shared appropriately with agencies

Yes/No

Appropriate actions are taken by the school

Yes/No

CP records are transferred securely and a receipt

obtained from the receiving school Yes/No

School is fully aware of allegations procedure including awareness of part 4 of Keeping Children Safe

Staff have seen Keeping Children Safe Part 4 or have received training Yes/No

Allegations policy Yes/No

Governors aware of safeguarding responsibilities including having a named governor for safeguarding

Named Governor Yes/No

The Headteacher reports at least annually to the governing body on safer recruitment?

Yes/No

Annual Child Protection Monitoring report to governors completed and shared with the governing body

Yes/No

Safer Recruitment Audit tool used Yes/No

Standing item on governing body agenda

Yes/No

SCR is monitored once a term by governors

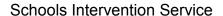
Yes/No

Prevent training and awareness

Prevent lead Yes/No Date trained

Staff awareness training Yes/No Date trained

Governors fully aware of Prevent Yes/No





Safer recruitment

Safer recruitment training for staff/governors on appointment panel (online or face to face)

Yes/No

Number and date trained Staff Governors

Single Central Record includes all adults including volunteers who work in the school and is fully compliant with Keeping Children Safe in Education

All of the following are fully completed on the SCR

Identity checks	Yes/No
Qualification checks	Yes/No
Checks on right to work in the UK	Yes/No
A prohibition from teaching check	Yes/No
Barred list check	Yes/No
Enhanced DBS disclosure	Yes/No
Disqualification by association	Yes/No
Overseas records e.g. Certificate of Good conduct	Yes/No
Assurances are sought that all staff not directly employed by the school have been checked by their employer	Yes/No
All adults who are paid to work in the school appropriately recorded	Yes/No
All agency staff (LA, Health, music, sports coaches etc) who work in the school are appropriately recorded	Yes/No
School is compliant with the guidance in Keeping Children Safe part 3	Yes/No
All volunteers who work in the school are appropriately recorded	Yes/No
Are identity checks carried out for all adults including volunteers who work in the school, but who are not directly employed in the school?	Yes/No
Unsupervised contractors are DBS checked	Yes/No
Unchecked contractors are always fully supervised	Yes/No



Has the school had an externalsafer recruitment audit in the last three years?

Yes/No

If yes what actions have been taken since the audit report?

Site safety and security

Does the school have policies and risk assessments related to site security? Yes/No

Are there any issues relating to site security and boundaries?

Yes/No

Has the school had a recent security review?

Yes/No

If yes what actions have been taken since the review?

Yes/No

Does the schoolhave arrangements for managing visitors and site access? Yes/No

Is there a system for recording suspicious incidents?

Yes/No

Does the school have lunchtime and break supervision plan

Yes/No

Medical and First Aid

Medical and First Aid provision

Does the school have qualified first aid staff?

Yes/No

How many?

Does the school have an accident record keeping system?

Yes/No

Does the school have individual protocolsfor

children with medical needs?

Yes/No

Critical Incidents

Is there a critical incident plan?

Yes/No



Curriculum	
Does the curriculum cover personal safety?	Yes/No
Are children taught e-safety?	Yes/No
Prejudice Related Incidents	
Does the school record incidents' using PRIDE?	Yes/No
Final Summary – Areas of strength and recommendations	

Local Authority Adviser: Date: