

Child Protection

- Senior Designated Safeguarding Lead for Child Protection, and Deputies (SENDCo/DHT/5DSLs)
- Named Governor for Safeguarding
- Child Protection Policy (adapted from County model)
- All staff have at least annual training for Child Protection
- Weekly bitesize CPD
- Clear procedures are in place to ensure that any suspicions about neglect or abuse are reported to relevant agencies as a matter of urgency
- Notes of concern are raised and kept on file as evidence of ongoing concerns about children
- Weekly SLT meetings
- Child Protection files—clear chronology

Safeguarding Policies

- Vision and Values
- Safeguarding policy
- Anti-Bullying Policy
- Health and Safety Policy
- Special Educational Needs and Disability Policy and Local Offer
- Emergency Procedures
- Behaviour Policy and staff training
- Physical Intervention and Positive Handling Policy
- Accessibility Policy and Equalities Plan
- Sex and Relationships Policy
- Complaints Policy
- Whistleblowing Policy
- Lone Working Policy
- Data Protection Policy and Private Notice
- Racist Incident Monitoring and Log
- Attendance and Punctuality Policy and Monitoring
- Single Central Record (termly governor monitoring)
- Risk Assessments (effect use of Evolve)
- Supporting Medical Needs Policy
- Looked After Children Support (PEP) and Monitoring
- First Aid Log and Monitoring (reported to governors)

Recruitment and Volunteers

- Enhanced DBS checks for all adults (including volunteers) working in school
- Safer recruitment procedures followed
- Safe Recruitment trained member of staff on interview panel
- Governor trained in Safer Recruitment
- Safer Recruitment procedures followed
- Volunteer Agreement
- All volunteers wear a visitors lanyard
- Clear induction process for volunteers
- Child Protection and Safeguarding Statement shared with volunteers

Inter-Agency Working

- Educational Psychology Service
- CAMHS
- Early Help Hub
- Primary Behaviour Support Team
- Children's Services
- Health Visitors/School Nurse
- Family Support Workers
- EMTAS
- Speech and Language Therapists
- Transition Information sought and sent
- Virtual School
- Police Liaison Officer
- Liaison for family support to Junior Schools
- HSLW
- PSA

Attendance

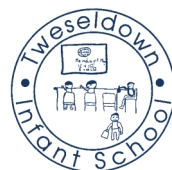
- First day of absence calls made by Admin Team before 9:30am
- Persistent absentees and lateness tracked and monitored
- Attendance concerns addressed by HSLW (including patterns in manual registers)
- Attendance celebrated weekly for classes
- Attendance Matters booklet for parents issued
- Termly attendance figures reported to parents celebrations in assembly
- Monthly attendance figures, absence requests and penalty notices reported in HT reports termly
- 100% attendance celebrated for individuals annually and termly
- External club registers held for all clubs and completed daily

E-Safety

- E-Safety Policy
- E-Safety resources on website
- Parental permission for use of digital images and photographs
- All pupils are taught how to keep themselves safe when using the internet as part of Computing Curriculum
- Annual internet safety day
- Annual workshops offered to parents
- Acceptable Use Policy and practise
- Internet filtering by School Broadband

Behaviour

- Clear policy, based on restorative culture, clear rewards and sanctions
- Home School Agreement
- Systems and reporting followed by all members of staff (Behaviour Report) and monitored on a monthly basis (reported termly to governors)
- Key staff trained in Team Teach de-escalation strategies (physical restraint)
- Referral to other agencies when required



Safeguarding Measures and Procedures to keep EVERYBODY safe

A relentless focus on joint working to support positive outcomes for pupils

Visitors

- All visitors report to front desk and sign in
- All visitors wear a lanyard
- All visitors are shown a safeguarding information leaflet to read
- All visitors notified of fire evacuation procedures

Training

- Staff receive regular updates on FGM
- All Designated Leads attend training biannually
- All staff attend at least annual safeguarding training (linked to KCSIE and Working Together to Safeguard Children)
- All staff have completed Prevent training
- Regular staff updates on specific safeguarding issues
- First Aid training (see medical needs)
- Fire Marshall training
- DSLs signed up to NSPCC weekly updates
- GDPR E-Learning completed by all staff annually
- All staff and governors read KCSIE 2018 part 1 and annex A

Anti-bullying

- Clear procedures for pupils to report bullying behaviour incidents
- Annual Anti-bullying Week to supplement our PSHE curriculum to raise awareness
- At least annual Anti-bullying Week Assembly
- SIMS reporting for bullying
- Racist incident log
- Bullying, Homophobic and Racist incidents reported to governors in HT's report

Medical Needs

- Medical Needs Policy
- Appropriate staff trained in First Aid and certificates displayed
- Supporting pupils with medical needs with trained staff member
- Staff trained in management of anaphylaxis shock and asthma
- As required specific training undertaken for individual needs as they arise
- Care plans displayed and photos

Pastoral / Family Support

- Open door culture
- Emotional Literacy Support Assistants
- Children's Mental Health Trained Practitioner
- Bespoke 1:1 and small group ELSA interventions (monitored half termly)
- Breakfast Club provision on a Wednesday
- Close work with services such as Early Help Hub and External FSWs
- Places and funding for extra-curricular clubs and extended curriculum opportunities for vulnerable pupils
- Sign posting for families to other agencies for support
- Proactive approach through early intervention and strategic distribution of support staff to best meet the needs of the children
- Break and lunch time support for vulnerable pupils
- Play leader (and Trailblazers)

Curriculum and Extended Curriculum

- PSHE
- Circle Time
- British Values
- E-Safety
- Regular 'Keeping Safe' assemblies; e.g. anti-bullying, internet safety
- Parent workshops
- Nurture group
- Walk to school week

Health and Safety

- Regular Fire Risk Assessments
- Regular Fire Evacuation and evacuation drills
- Clearly labelled exits
- Fire Safety training completed by all staff
- Regular Health and Safety checks carried out
- Health and Safety walks completed termly
- Secure site
- Senior member of staff with EVC responsibility
- Risk assessments carried out for all offsite activities (EVOLVE)
- Risk assessments completed for pupils with medical needs