

EXAMPLE SAFEGUARDING AUDIT 2 out of 6 pages

Name of Establishment:			
Audit completed by:			
Question	✓	X	Comments
<p>Are the safeguarding and CP policies and procedures adopted by the governing body/board of trustees fully implemented and followed by staff?</p> <p>In EYFS is there specific guidance about use of personal mobile phones and cameras? Are these policies reviewed annually? Are these policies monitored? Impact on subsequent policy and practice?</p>	✓		<p>Key people regularly update all policies across the MAT. Appropriate resources used to up date MAT policies, for example, Keeping children safe in education (KCSIE).</p> <p>Policy reviewed every September. Evidence seen during the visit indicated that these are updated regularly.</p> <p>Staff are given updates and training on a termly basis. KCSIE – emails sent to staff asking them a key question.</p> <p>Mobile phone policy in place. Phones are not allowed in the EYFS. Where older (Yr 6 and secondary aged) pupils are allowed to bring these there are clear rules relating to safe use.</p> <p>Staff are not allowed mobile phones when with pupils.</p> <p>There are policies in place to ensure that all parents sign to give permission for their children to be photographed.</p>
<p>Have there been any safeguarding incidents or allegations since the last inspection that have been resolved or are on going? Does school respond in a timely and appropriate way to concern? How effectively did school work in partnership with external agencies regarding the concern? Outcomes and impact on subsequent policy and practice?</p>	✓		<p>One example discussed was a concern raised by a parent. During the discussions held it was clear that the school had systems in place to deal with any concerns raised. Staff involved in dealing with this concern were knowledgeable and clear about their roles and responsibilities during this process.</p> <p>The school correctly identified the need to refer this incident to the LADO and followed procedures effectively in order to successfully resolve the concerns.</p> <p>When a referral is made the school are proactive in ensuring lessons are learnt and staff are trained as a result.</p>
<p>Is there a named designated safeguarding lead? Has lead received suitable training? (<i>Training is required every 2 years with additional updates at least annually</i>)</p>	✓		<p>Some of the training undertaken included:</p> <ul style="list-style-type: none"> • Level 5 training with • Safer recruitment • Prevent (all staff complete 2 training sessions on this) • FGM <p>The school also attend regular updates through attending conferences, network meetings and CAF training. Members of the safeguarding team sit on the team just below the LSCB. This clearly supports the school in maintaining a high level of knowledge and ensuring they are up to date with key legislation.</p> <p>Ravensbourne has a weekly meeting to look at any cases they currently have as a team. This is enabling them to constantly review the needs of their vulnerable pupils and ensure they</p>

			<p>receive the correct support.</p> <p>School has had to dealing with CSE case. This was dealt with very effectively. As a result, the school are now used by the local authority to give advice and guidance to other schools.</p>
Is there always cover for this person?	✓		There is an extensive safeguarding team across the MAT.
Has the designated person appropriate seniority? Are they held to account? How?	✓		Main is DHT
Have sufficient training, time and resources been allocated to the designated person to discharge their responsibilities, including taking part in inter-agency assessments and meetings?	✓		Training is regular and through. All staff are trained when they start at the school. All element of safeguarding are covered in the training programme the MAT has.
Is there evidence that staff have read part 1 of the <i>Keeping children safe in Education? May 2016</i> ? <i>Is there evidence that staff are having regular updates?</i>	✓		<p>All staff sign to say they have read the documents. Regular question are sent via email to check up on staffs understanding of the key elements within KCSIE.</p> <p>Case studies are completed with staff to identify what should be done when staff have concerns around a pupil. .</p>
Is there evidence that governors have read part 2 of <i>Keeping children safe in Education</i> ? <i>How are they given regular updates?</i>	✓		<p>DSL trains all governors and keeps them updated on any new guidance, which is published during the year.</p> <p>Safeguarding is a regular agenda item at all governors meetings. During meetings the y will look at case studies. This helps to keep their knowledge and training up to date.</p> <p>Governors attended training with students. They speak to student regularly and carry out safety survey and audits.</p>
How is the risk of children abusing their peers managed and monitored? Is the risk adequately covered in the child protection policy?	✓		<p>The MAT have systems in place for monitoring and analysing incidents when they occur. Logs are kept on bullying and peer on peer incidents. Analysis of these help to review and change policies and practice when needed.</p> <p>Pupils are encouraged to take ownership of their own and others behaviour through a peer court.</p> <p>Pupils receive mentoring and support from staff when needed.</p>
Have appropriate steps been taken to ensure that the staff are recruited safely? (Check a couple of personnel files.) Does school have a written recruitment and selection policy and procedures? Has school developed effective systems to find out whether any member of staff is disqualified to work with children under the age of eight? Do checks include disqualification by association? <i>(Checks should be annual).</i>	✓		All policies and procedures in place. A clear record is available for the MAT.
Have staff and governors completed 'Safer recruitment' training? (see certificates) Is a trained person on every interview panel/references checked/ application forms used/qualifications checked/appropriate interview procedure/clear safeguarding is high priority on paperwork? * see also SCR check	✓		Relevant staff are trained. This is part of the schools training programme.