

Child Protection Policy

- Lead designated person for Child Protection, and two deputies
- 1 named Governors for Child Protection
- All staff have up to training for Child Protection.
- Clear procedures are in place to ensure that any Concerns about neglect or abuse are reported to the relevant agencies.
- Notes of concern are raised and kept on CPOMS (electronic recording system) as evidence of ongoing concerns about children.
- School and Child Protection information is cross referenced

Safeguarding at Primary School



Actions put in place to keep all pupils safe...

Visitors

- All visitors report to office to sign in
- All visitors wear an ID sticker
- ID checks made inc. DBS evidence to decide whether visitor can be unaccompanied or supervised by a member of staff.
- All visitors receive a safeguarding information on arrival
- Guidance on Visitors policy, including VIPs to schools followed.

Safeguarding Policies

- Attendance
- Behaviour/ Anti-bullying / Home school agreement
- Child Protection / Child on Child Abuse / Prevent
- Code of Conduct
- Supporting Pupils in school with Medical Needs / Intimate Care / Pupil Mental Health & Well-Being
- Equality
- Freedom of Information / Data Protection
- Health and Safety
- Management of Allegations against Staff
- Nottinghamshire Code of Conduct for all Staff
- Positive Handling/Physical intervention
- RSHE
- Recruitment and Selection
- SEND & Accessibility
- Staff Discipline & Grievance procedures
- Confidential Reporting & Whistleblowing
- Complaints
- Suspension & Exclusion

Online Safety

- Online Safety Policy
- Incidents involving online safety logged on CPOMS
- Online Safety resources for parents on website
- Acceptable Use Agreement in place
- School Facebook account and Website
- All pupils are taught how to keep themselves safe when using the internet through the RSHE curriculum
- Online safety day (February)
- Internet filtering by Fortinet Firewall
- Secure, network monitoring and filtering by ATOM IT
- Safeguarding page on school website
- Securely alerts monitored

Behaviour

- Policy in Place
- Regulation plans
- Weekly monitoring by HT and DHT
- 'Zones of Regulation' taught
- Referral to other agencies when needed.
- Suspension Policy
- Well established 'Golden Rules'

Attendance/Punctuality

- Admin team contact families of absent children
- Weekly Attendance is tracked and monitored by the Headteacher and Family Support Worker
- Head Teacher & family Support Worker meet with families to tackle absence and punctuality issues
- Late Arrivals are logged on registers and monitored
- Attendance Networks from the Collaboration of schools and NCC are attended termly
- Home visits are carried out by the Family Support Worker
- Good Attendance is celebrated weekly (whole classes) and half termly (individuals)

Recruitment and Vetting

- ID / qualification / documentation checks made
- Staff in school have enhanced DBS checks. Also applies to any adult who comes into school on a regular basis that would be unsupervised around children.
- Agency vetting checks evidenced
- Named Governors, Head teacher, Deputy Head and members of the Senior Leadership Team are trained in safer recruitment when interviewing new applicants.
- Safer recruitment procedures are followed and LA HR advice service used
- SCR (Single Central Record) managed & monitored by governors & Ofsted.
- Robust Induction process
- Appraisals carried out for all staff

Volunteers

- Volunteer Policy and application procedures in place
- All volunteers in regulated activity are DBS checked
- All volunteers not in regulated activity are supervised by a member of staff
- Safeguarding induction

Anti-Bullying

- Clear procedures for pupils to report bullying incidents.
- 'Anti-bullying' day/week to supplement our RSHE curriculum to raise awareness
- Recording of bullying incidents on CPOMS
- Named 'Anti-Bullying' Governor
- Anti - Bullying leaflets distributed

Medical Needs

- Medicine Policy in place
- All staff trained in First Aid and 2 named leads
- Identified members of staff in the Foundation Stage are trained in paediatric first aid.
- Identified staff trained in management of diabetes
- Administration of medicines in schools guidance followed by staff administering medicines
- Defibrillator on site & training given
- Health Care plans in place and updated as required

Curriculum

- RSHE
- British Values-based education
- 'Healthy Bodies / Healthy Minds' weekly sessions
- Zones of regulation taught throughout school
- 'Keeping Safe' assemblies, e.g. NSPCC, bullying, internet safety
- DARE drug awareness programme
- Road, Water and Rail safety
- NSPCC 'Pants' campaign
- Y6 GREAT project
- Y5 cycle safety training

Pastoral Support

- Full time Family Support Worker and Pastoral Support TA
- 'Zones of Regulation'
- Parenting and other adult learning courses provided on site
- Collaboration with other services
- Sign posts for families to other agencies for support.
- Proactive approach through early intervention (EHAF)
- Financial support through Pupil Premium funding

Inter-agency working

- Educational Psychology Service
- Nottinghamshire Safeguarding Children's Board
- CAMHS
- Social Services
- Health Visitors
- School Health Service
- NSPCC
- Mansfield Area Partnership
- Speech and Language Therapists
- Occupational Therapists
- Information sharing with Secondary Schools' about families
- Information sharing with previous settings
- Virtual School

A relentless focus on collaborative working to secure positive outcomes for pupils

Health and Safety

- Annual Fire Risk Assessments inc. PEEP
- Termly Fire Evacuation drills
- Clearly labelled fire exits & emergency lighting
- IOSH trained SBM / Fire Safety Training completed by key members of staff.
- Regular Health and Safety Checks carried out by the H&S Governor
- Insurance Scheme bought in to
- Secure site inc. key pad entry doors
- Risk assessments carried out for all off-site activities carried out in school on EVOLVE.
- Risk Assessments for some pupils in place
- Robust Induction for all staff & Visitors

Training

- All Designated Leads attend training Safeguarding Training
- Governors have regular safeguarding training
- All staff attend annual & 3 year statutory safeguarding training. Linked to KCSIE and Working Together
- All staff training in logged and monitored on a whole school CPD record
- Designated lead attends relevant training on specific issues, e.g DV, FGM, substance misuse and disseminate to all staff
- Safeguarding Information available on Iam Compliant
- First aid training
- Safeguarding induction for all adults working in school
- All staff read & sign KCSIE annually and are trained on the updates