



Child Protection

- School has designated leads (HT and DHT)
 - School has safeguarding governor (Sue Robinson)
 - Staff receive bi-annual training
 - Staff took part in online training on PREVENT
- How do GB know?
- Annual safeguarding Report
 - Each GB meeting has safeguarding section.

Policy & Practice

- Safeguarding policy and procedures updated and communicated bi-annually
 - All policies reviewed and available to stakeholders
 - Safeguarding audit from SDBE and HR staff took place in 2018
 - Safeguarding part of annual review cycle
- How do GB know?
- Annual safeguarding Report
 - Each GB meeting has safeguarding section..

Online Safety

- All staff have school email addresses
 - Governors receive links to documents rather than emails
 - Pupils, staff and governors sign AUP
 - Computing curriculum includes new Esafety module
 - Safer internet day celebrated
- How do GB know?
- Each GB meeting has safeguarding section

Health & Safety

- School has internal and external annual H&S audit
 - Risk assessment process reviewed and shared with staff
 - Emergency procedures booklet in all classrooms
 - Site manager performs weekly security check
 - Site manager attends H&S training
- How do GB know?
- RGB audits sent to GB for evidence

Visitors to School

- School have Visitors Code of Conduct that must be signed on entry
 - Two sets of gates at front of school
 - New electronic entry system + badge
 - Volunteers Policy
 - Induction or new staff
- How do GB know?
- Feedback at GB Meetings
 - When they visit the school

Attendance

- Attendance at the school 96%
 - First day calling to chase up unreported absences.
 - Letters/follow up as appropriate
- How do GB know?
- Reported through meetings

Safeguarding at Bishop John Robinson CofE Primary School



Bullying

- Bullying and other incidents are recorded in paper and electronically
- Purchase of CPOMs system to record all incidents in one place
- Anti-bullying policy means staff respond quickly to incident.

Appropriate Training

- Safeguarding training happens in Autumn term for all staff
 - CP Leads receive refresher
 - Support staff 1st aid trained
 - SLT and support staff Approach trained
 - GB members attend safeguarding training
 - Online PREVENT training for all staff
- How do GB know?
- Annual safeguarding Report
 - Each GB meeting has safeguarding section.

Single Central Record

- Checklists in place in each file
 - DHT conducts ½ termly checks
 - All files checked by key staff
 - Key staff received key training
 - RBG and SDBE audits of SCR systems
- How do GB know?
- Safeguarding Governor checks as part of audit
 - SDBE and RBG audits sent to GB for evidence

Fire Drills

- Conducted each ½ term
 - Average exit time is around 3mins
 - Some are unannounced and others have blocked exits etc.
 - Exit routes checked as part of H&S audit
 - New inventory system being trialled for fire drills
- How do GB know?
- All drills reported in GB meetings

Safer Recruitment

- HT and Key members of staff and GB 'safer recruitment' trained
 - 'Keeping Children safe' underpins recruitment process
 - All required checks take place before appointments are made
- How do GB know?
- Training reported at GB meetings
 - Attendance on interview panel

Road Safety

- Senior leaders supervise entry and exit from school
 - Parking cones and signs placed outside each day
 - School report concerns to parents via the newsletter
 - Travel safety training for vulnerable children
 - Regular local walks and walks to church include discussions about road safety
 - Y6 attend Junior Citizens
- How do GB know?
- Reported at meetings