



Safeguarding in Education

Annual Safeguarding Report to Governing Body

Section 175 of the Education Act 2002 requires governing bodies of schools and further education colleges to make arrangements to safeguard and promote the welfare of children. Section 157 of the Act places the same duty on independent schools (including academies and free schools) Those arrangements must have regard to key statutory guidance issued by the Department of Education Keeping Children Safe in Education (2016) and Working Together to Safeguard Children (2015).

The purpose of this report is:

- To provide a report on the school's Safeguarding practice that enables the Governing Body to monitor compliance with the requirements of the statutory guidance and to identify any areas for improvement.
- To enable the Local Authority to provide Newham Safeguarding Children Board (NSCB) with information as part of schools' contribution to the Section 11 Audit it is required to undertake across all partner agencies.

The school senior leadership team should complete this report and can use information from their completed Safeguarding Self-evaluation Tool, available to download from Newham Connect. The detailed annual report provides inspectors or auditors with a good overview of the safeguarding procedures and monitoring arrangements in place within the school.

The completed report should be submitted annually to the Governing Body, signed by the Chair and a copy sent to Fatmir Deda - Safeguarding Lead in Education at the following mailbox:

earlyhelppartnershipteam@newham.gov.uk

Name of School:	Keir Hardie Primary School
Name of person completing report:	Violet Otieno
Designation:	Headteacher
Reporting period:	Academic Year 2016/17
Date report agreed by Governing body:	05.10.17
Date report sent to Local Authority:	

KWK
6.10.17

1. Management oversight of safeguarding arrangements

The Designated Safeguarding Lead is:

Violet Otieno Headteacher

The Designated Safeguarding Lead is a member of the Senior Leadership Team:

Yes

The Duty Designated Safeguarding Lead is:

Jean Bond

Our link governor for Safeguarding is:

Yvette Freestone

Our Prevent Lead is:

Violet Otieno

Our Online Safety Lead is:

Georgie Eastman

Our CSE Lead is:

Violet Otieno

Our FGM Lead is:

Violet Otieno

Our CME Lead is:

Ahmar Ferguson

2. Designated Safeguarding Lead training

The Designated Safeguarding Lead and Deputies last received multi-agency Safeguarding training in specific areas (e.g. areas of abuse, CSE, FGM) provided by Newham Safeguarding Children's Board (NSCB) or other providers:

Name of Course(s):	Date
FGM	10/07/17

Name of Course(s):	Date

The Designated Safeguarding Lead and Deputy undertook Designated Safeguarding Lead training provided by London Borough Newham (LBN) on:	24/04/17
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3. Whole-school training

Whole-school training should be provided at least annually.

N.B. 'whole-school' refers to all teaching and non-teaching staff and should include temporary staff and volunteers.

The Designated Safeguarding Lead has provided refresher training to staff:	02/09/16
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Provide governing body with number of school staff, governors and volunteers undertaking safeguarding training in all specific areas.

4. Induction and statutory guidance

All child protection and safeguarding training addresses the needs of the whole-school and the written accountability framework covers:

- All staff know their responsibilities in relation to safeguarding and to whom they are accountable
- Staff understand their own role and responsibility to be accountable for their behaviour and in responding to concerns related to practice, procedures and unacceptable behaviour of other staff.

Provide governing body with an outline of the procedures for providing safeguarding induction to new staff and volunteers including safeguarding policies and procedures e.g:

- Outline of training provided
- School's safeguarding policy
- Staff Code of Conduct
- Associated policies e.g. whistle-blowers, behaviour, attendance
- Quick reference summary of school procedures including, how to report a concern or make a referral, details of DSL
- Part 1 of 'Keeping Children Safe in Education' (DfE, 2016)

Who is responsible for providing induction?

Astrid Tromp DHT

Is there an induction procedure which includes safeguarding and is it signed off and recorded?

Yes

5. Safeguarding information for parents and carers

The following safeguarding information and awareness raising on 'keeping children safe' has been provided for parents and carers during the year:

Yes

Please specify (e.g. coffee morning, assemblies, school website, newsletters):

Safeguarding workshops, Leaflets, newsletters, school website 2x E Safety Workshops; Anti-bullying Newsletters; 2x CP Workshop for Parents; Attendance and Behaviour meetings, (including what their children will be taught in class re safeguarding themselves), Collecting and Dropping children Off procedures, use of children's images on social sites

6. Recruitment and selection

Number of newly appointed staff during the year:

18

All appointments have been made by following Safer Recruitment guidelines and checklist, and details included in the Single Central Record.

Validated references x2:

Yes

ID checks:

Yes

DBS enhanced check and barred list:

Yes

Qualifications verified:

Yes

Right to work confirmed:

Yes

Number of volunteers joined the school in the last academic year:

3

ID Interviewed:

Yes

References x2:

Yes

DBS disclosure (if working unsupervised):

Yes

Right to work confirmed:

Yes

Please give details of the work undertaken by those volunteers who are supervised:

Supporting children in class under guidance of teacher, listening to readers (in class), making resources (in class), support during educational visits

Please give details of the work undertaken by those volunteers who have unsupervised access to children.

As above

7. Safer recruitment training

List all the staff and governors trained in Safer Recruitment. *The school staffing (England) Regulations 2009 make it mandatory for at least one person in the interview process to be trained in safer recruitment techniques in the last two years.*

The number of senior leaders successfully completed accredited Safer Recruitment training:

3

The number of governors successfully completed accredited Safer Recruitment training:

0

Their names are:

Violet Otieno, Hong Nguyen, Astrid Tromp

8. Single central record

Our single central record (SCR) is updated and maintained by:

Sufia Tailor 26/08/16

Dates the SCR was last checked by a senior member of staff:

Violet Otieno HT

Date the SCR was last checked by the link governor for Safeguarding:

Yvette Freestone

9. School site

All visitors to the school sign in and out:

Yes

Pupils who assist at reception are always supervised:

N/A

The premises manager ensures the site is safe and reports to the following members of the SLT:

yes

Any organisation using the school premises for activities for children through a letting agreement has a safeguarding and child protection policy that has been verified by the governing body:

Yes they follow the school safeguarding and CP policies

10. Policies and procedures

The Early Help, Safeguarding and Child Protection Policy is in line with LBN's recommended policy for schools:

Yes

The Early Help, Safeguarding and Child Policy was reviewed on:

10/2016

It is linked, or makes reference to, the following school policies:

Policies and Procedures	Confirm in place (Yes / No)
Attendance	Yes
Children Missing Education	Yes
Behaviour	Yes
Positive handling	Yes
Online Safety	Yes
Anti-bullying	Yes
Peer-on-Peer abuse	Yes
Health and Safety	Yes
Information Sharing	Yes
Safer Working Practices for Staff and Volunteers	Yes
Whistleblowing	Yes
Child Sexual Exploitation (CSE)	Yes
Female Genital Mutilation (FGM)	Yes
Prevent Duty	YES
	Yes

There is a signed record that all staff have read and understood:
Part 1 – Keeping Children Safe in Education (DfE, 2016)

Yes

What mechanisms are in place to check staff have understood?:

Prevent Duty:

Please refer to The prevent duty: for schools and childcare provider (DfE 2015)

School has completed or reviewed the Prevent Duty Risk Assessment for this year:

Yes

Date Prevent Duty Risk Assessment completed:

10/2016

Are suitable filtering systems in place to ensure safety of children when accessing the internet?:

YES

How often is this checked?:

Constant - active filtering

Please provide governing body with a summary of appropriate training or guidance staff have received to identify children who may be vulnerable to radicalisation e.g. Workshop to Raise Awareness of Prevent (WRAP)

11. Safer working practices for adults working in schools

We are aware of the importance of staff observing safe working practices at all times.

We have provided all those who work or volunteer within our school...

...with written guidance based on Guidance for safer working practice for those working with children and young people in education settings.

Yes

...We have a code of conduct for staff that gives guidance on staff behaviour

Yes

12. Curriculum

How does the school embed a whole school approach to safeguarding in to the curriculum?

How does the school promote a culture of listening taking account of their wishes and feelings?

Staff Teams that allow collaborative working, highly visible and approachable SLT, effective consultations, discussions and information sharing, children name 5 adults they can speak to if they have any issues, Philosophy For Children sessions (P4C), Debates, UNICEF 'Rights Of a Child', Big Questions, Pupil surveys, Circle time,

Please outline how the school supports pupils to identify, assess and manage risk appropriately to keep themselves safe.

This section should provide an overview of the contribution made to pupil safety through the curriculum e.g. The following teaching resources e.g. NSPCC – PANTS, EducateAgainstHate have been included in lesson plans to raise awareness and to facilitate a conversation or debate in a safe space.

Within curriculum (Safety Online, P4C sessions discussing extrem views, Debates, PSHE); Within assemblies - (5) Community police, TFL safer travel on public transport; Workshops on Knife Crime, Gang Awareness; NSPCC assemblies and Workshops, Drama presentations; on Anti-Bullying Week: Rights & Respect Week- 'No means No', speak up! Citizenship week/ Stranger Danger; Sex and Relationships Education; Health and Hygiene; Behaviour Expectations, Headstart-Mental Health Awareness.

13. Allegations against staff

Total number of allegations received:

6

Number of allegations referred on (that relate to an external organisation):

1

Number of consultations with LADO undertaken:

1

Number of cases that met LADO threshold:

1

The outcomes of cases where there was LADO oversight were:

Substantiated:

Unsubstantiated:

1

Unfounded:

False:

Malicious:

Breakdown of disciplinary actions for all allegations (including those that have not met threshold were:

Timely word:

1

Compromise agreement

Resignation

Written warning

Final written warning

Dismissal

Number of DBS referrals

14. Positive handling of pupils / students

The number of occasions when positive handling has been necessary was:

2

Please give details of the circumstances:

2 occasions the same child was restrained from hurting himself, hurting members of staff and other children and destroying school property.

15. Record keeping

Our Child Protection (CP), Safeguarding and Early Help records are stored securely away from pupil academic records as described below:

Online Safeguard software - password protected. Only identified staff have access. Paper files stored securely in Deputy Safeguarding Lead's office in locked cabinet

How do support staff working directly with children and their families keep written case work notes and use the Early Help Framework to **Understand, Plan, Do** and **Review** the early help work undertaken with children and their families?

Written case notes are kept, use EHF guidance 2 EH Records completed ; shared with inclusion team

We have transferred to the receiving school those CP records that relate to pupils who have left our school and, with consent, for those who have an Early Help record and plan. We have done this safely and securely by:

via Safeguard Software

We keep a copy of CP records relating to learners who have left our school:

Yes

Review of emergency contact details for pupils or students was last up-dated on:

29/9/2016

16. Referrals and multi-agency working

Safeguarding referrals

1. Total number of requests for support or protection made to Newham Children's Triage:

5

Requests for support:

1

Requests for protection:

4

2. The outcomes of these referrals have been:

School to take the lead and support the family through early help using the **Early Help Record and Plan**:

1

Families First intervention:

2

Statutory assessment:

2

3. Total number of requests for support or protection made to other local authorities:

0

Statutory Plans (including Newham and other authorities)

4. Total number of families with a **Child Protection Plan** during the academic year:

4

5. Total number of families with a **Child in Need Plan** during the academic year:

6

Early Help Family Plans - Transition from Statutory Plans and Families First

6. Total number of families consented to transition from Statutory Plan to school being lead in an Early Help Family Plan:

1

7. Total number of families consented to transition from Families First Plan to school being lead in an Early Help Family Plan:

1

Families First

8. Total number of families with a **Families First Early Help Record** during the academic year:

4

Early Help Record and Plans - School

9. Total number of children identified in need of early help support:		8
10. Total number of completed Early Help Records and Plans to record and evidence early indication of need and to share information using a single-agency approach:		1
11. Total number of completed Early Help Records and Plans to record and evidence early indication of need and to share information with other agencies using a multi-agency approach:		1
12. Total number of Early Help Records and Plans supporting where another agency are the lead:		2
13. We have attended the following number of related meetings:		
13a. Initial CP Conference:	2	
13c. Core Group:	13	
13d. CIN Meeting:	15	
13b. Review CP Conference:	3	
13e. Team Around the Family (TAF):	4	
13f. Team Around the School (TAS):	1	
13g. Other professional meeting:	4	
14. Total number of Looked After Children (LAC) attending our School:		0
14a. LAC review meeting attended during the year:	0	
14b. Total number of Personal Education Plans completed in partnership with the child's Social Worker during the year:		0
14c. Looked After Children designated teacher is:	Sheila Symes SENCo	
15. Total number of children who are privately fostered and the Local Authority is aware::		3

17. Management Oversight

Has the school provided appropriate supervision and support to staff ensuring they are confident and competent to carry out their early help and safeguarding responsibilities?

Please specify:

Yes all appropriate training has been provided and staff supported in completing the necessary documents

Number of occasions the Headteacher of Designated Safeguarding Lead has met with the Safeguarding link governor throughout the year:

4

Please give details of the purpose and content of meetings:

To discuss staff and governors safeguarding training and report school safeguarding updates relating policies and procedures and matters relating to vulnerable pupils and families. To go through the SCR and sign it off. To discuss behaviour and attendance issues.

18. Further information

Please add any further information:

All staff signed to say they have read safeguarding documents and policies; all staff had CP induction and undertook certificated online CSE, FGM, Prevent and Level 1 Safeguarding training. A range of policies and procedures are in place designed to ensure our school is effective at safeguarding our children from harm.

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