

Safeguarding and Child Protection

- There is a Lead designated person for Safeguarding and Child Protection
- Named Governor for safeguarding
- All staff have training for Safeguarding and Child Protection.
- Clear procedures are in place to ensure that any suspicions about neglect or abuse are reported to the relevant agencies.
- Notes of concern are raised and kept on file as evidence of ongoing concerns about children.
- School and Child Protection files cross referenced
- Safeguarding and Child Protection Policy is on the school website

Safeguarding Policies

- Safeguarding and Child Protection,
- Whistleblowing,
- Behaviour,
- Intimate Care,
- Dealing with Medical Needs in School,
- Anti-Bullying,
- Health and Safety,
- Personal Social and Health Education, Relationships and Sex Education, Drug
- Data Protection,
- Management of Allegations against Staff,
- Recruitment and Selection,
- Equality Statement,
- Special Educational Needs and Disability,
- Positive Handling,
- Ealing Code of Conduct for all Staff.
- Teachers Standards

Inter-agency working

- Ealing SAFE team
- Child and Adolescent Mental Health Services
- Social Services
- Health Visitors
- School Health Service
- NSPCC
- Primary Behaviour Team
- Speech and Language Therapists
- Occupational Therapists
- Information sharing with secondary about families
- Information sharing with previous schools
- Virtual School

Safeguarding at Southfield



Actions we put in place to keep all pupils safe.

Recruitment and Vetting

- All adults working with pupils in school have enhanced DBS checks. This includes any adult who comes into school on a regular basis.
- Named Governors, Headteacher, Deputy Head and members of the Senior Leadership Team are trained in ensuring that Safeguarding is a priority when interviewing new applicants.
- Safer recruitment procedures are followed.

Visitors

- All visitors report and sign in at the main school office
- Visitors wear an ID badge
- Visitors receive a Safeguarding Leaflet

Volunteers

- Volunteer policy and application procedures in place
- All volunteers in regular activity are DBS checked
- All volunteers not in regulated activity are supervised by a member of staff
- Safeguarding policy shared with volunteers

Training

- All Designated Leads attend training bi-annually
- Governors have regular safeguarding training
- All staff attend safeguarding training.
- All staff have attended Prevent training
- Designated lead attends relevant training on specific issues, e.g Domestic Violence, Female Genital Mutilation, substance misuse
- First aid training (see medical needs)

Behaviour

- Values-based ethos
- Clear policy, based on choice, knowing self and clear rewards and consequences
- Systems and reporting followed by all members of staff.
- Half-termly monitoring, analysis and reporting
- Referral to other agencies when needed.

Attendance

- Admin team contact families of absent children, Persistent absentees and lateness is tracked by attendance officer
- Attendance officer has regular meetings with Parent Support Advisor.
- Attendance Officer does home visits
- Good attendance celebrated weekly for classes

Pastoral Support

- Interventions for Social skills in place
- Close work with services such as SAFE.
- Places at our breakfast and afterschool club for vulnerable pupils.
- We signpost families to other agencies for support.
- 1:1 school visits for Nursery and Reception pupils when starting school
- Proactive approach through early intervention (Early Help and Assessment Plan)

Medical Needs

- Clear policy in place
- School Meals Supervisory Assistant's and Teaching Assistants are trained in First Aid.
- 3 members of staff are trained in paediatric first aid.
- All staff trained in management of anaphylaxis shock and asthma

Internet Safety

- E-Safety Policy.
- E-Safety incident log
- E-Safety resources on website
- Parental permission for use of photographs on our school website.
- All pupils are taught how to keep themselves safe when using the internet,
- Internet safety day
- Workshops offered to parents.
- Acceptable use policy
- Internet filtering by London Grid For Learning

Anti-Bullying

- Clear procedures for pupils to report bullying incidents.
- 'Anti-bullying day/week to supplement our Personal Social and Health Education curriculum to raise awareness
- Incidents for bullying and racial abuse are logged on our behaviour system
- Anti-Social incidents are reported to the Governing Body.

Curriculum

- Personal Social and Health Education
- Values-based education
- 'Keeping Safe' assemblies, e.g. NSPCC, bullying, internet safety
- Relationship and Sex Education
- Drug education
- Rail safety talks

Health and Safety

- Regular Fire Risk Assessments
- Regular Fire Evacuation and Evacuation drills
- Clearly labelled exits
- Fire Safety Training completed by key members of staff.
- Regular Health and Safety Checks carried out
- Secure site
- Risk assessments carried out for all off-site activities carried out in school.
- Risk Assessments for pupils with medical needs completed.
- 100% Audit Assistance Compliant