

Governing Bodies and Proprietors' Responsibilities

Key Legislation: Education Act (2002)

This section relates to Part 2 of Keeping Children Safe in Education 2018. The following staff will be required to complete this section: Chair of Governors, Vice Chair of Governors, Safeguarding Governor and Head Teacher.

1. School Name

2. All governors and school leaders have read Keeping Children Safe in Education (DfE 2018) Part 2.

Yes

No

Partial

3. Governors ensure the school or college contributes to inter-agency working in line with Working Together to Safeguard Children 2018:

	Yes	No	Partial
3a Providing a coordinated offer of early help when additional needs of children are identified.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3b Contributing to inter-agency plans to provide additional support to children subject to child protection plans.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3c Allowing access for children's social care staff to carry out their work.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

4. School ensures safeguarding arrangements take account of the procedures and practice of Solihull Local Safeguarding Children's Board.

Yes

No

Partial

5. A member of the governing body (usually the chair) is nominated to liaise with the local authority and/or partner agencies on issues of child protection and in the event of allegations of abuse being made against the headteacher/principal/proprietor or member of governing board of an independent school.

Yes

No

Partial

6. School has effective policies in place which are provided to all staff including temporary staff and volunteers:

	Yes	No	Partial
6a Safeguarding policy link to policy	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6b Child protection policy link to policy	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6c Staff behaviour policy (code of conduct) link to code of conduct	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6d Pupil behaviour policy link to policy	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6e Attendance policy link to policy	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

7. School's child protection policy describes procedures and reflects current government guidance (KCSIE 2018) and locally agreed LSCB procedures.

Yes No Partial

8. School's child protection policy is updated (at least annually) and made available publicly on the school website (or by other means). LA model guidance child protection policy [link to policy](#)

Yes No Partial

9. Head teachers and principals fully adopt these policies and procedures which are ratified by governing bodies and proprietors.

Yes No Partial

10. To what extent do governors hold school leaders to account for pupil attendance rates for: all pupils, disadvantaged pupils, disadvantaged free school meal pupils, pupils with special educational needs and disabilities, Gypsy Roma Traveller Pupils and persistently absent pupils?

11. Does off-rolling happen at your school? "Off-rolling is the practice of removing a pupil from the school roll without a formal permanent exclusion or encouraging a parent to remove their child from the school roll, when the removal is primarily in the interests of the school not the child"

Yes No Partial

12. How well do governors hold school leaders to account for pupil behaviour, ensuring the pupil behaviour policy is fully implemented, rewards and sanctions are consistently implemented?

13. Are any isolation units appropriately supervised so that pupils welfare and dignity is maintained and they have access to appropriately skilled teachers who can ensure they make good progress?

Yes No Partial

14. Is effective multi-agency support sought to de-escalate behaviour concerns and address issues, eg, working with the youth offending service, support through a police intervention?

Yes No Partial

15. Are concerns escalated if support is not effective?

Yes No Partial

16. What is the impact of fixed term exclusions on improving pupil behaviour?

17. How do governors hold leaders to account on rates of exclusion and adherence to policy?

18. The school has appointed a member of staff for the school/college leadership team to the role of DSL. A deputy DSL is also nominated in the event of the DSL not being available.

Yes No Partial

19. The role of the DSL is explicit in the role holder's job description, and in the role of deputy DSLs

Yes No Partial

20. The DSL (and deputy/ies DSL) is appropriately trained by attending LSCB module 2 multi-agency training (formerly level 2 training) and refreshing by attending at least biannual (preferably annual) the DSL Education Training Conference, and you write this after refreshing.

Yes No Partial

Please provide evidence how you, as governors, have held DSL to account and evidenced how young people in school are safe:

21. In addition, the DSL has attended LSCB multi-agency training on local priorities:

	Yes	No	Partial
Child sexual exploitation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Early Help	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Neglect	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

22. The headteacher and all staff members undergo child protection training which is updated regularly.

Yes No Partial

23. All staff and governors have read and understood Part 1 of Keeping Children Safe in Education (2018).

Yes No Partial

24. Children are taught about safeguarding in the context of a broad and balanced curriculum: personal, social, health education; relationships and sex education.

Yes No Partial

Please provide details of how this is met:

25. A single central record is maintained in line with Part 3 Keeping Children Safe in Education (2018).

Yes No Partial

26. Safe recruitment processes are in place in line with Part 3 Keeping Children Safe in Education (2018) entitled "Safer Recruitment".

Yes No Partial

27. Managing allegations policy and procedures are in place to handle allegations against members of staff and volunteers. Allegations must be referred to the LADO. This is outlined in Keeping Children Safe in Education (2018) Part 4 "Allegations of Abuse made against Teachers and other staff".

Yes No Partial

28. Procedures are in place to make a referral to the Disclosure and Barring Service (DBS) if a person in regulated activity has been dismissed or removed due to safeguarding concerns.

Yes No Partial

Please note if you have had to do this in the last 2 years:

29. All staff and governors have received safeguarding awareness training

Yes No Partial

30. All staff and governors have been trained by the DSL on contextual safeguarding, incorporating peer on peer abuse, county lines, sexting and fake news, following the 2018 autumn DSL Education Conferences.

Yes No Partial

31. Procedures are in place to handle allegations against other children (peer on peer abuse).

Yes No Partial

32. The child's wishes or feelings are taken into account when determining actions or providing services.

Yes No Partial

33. Staff members do not promise confidentiality to the child and always act in the interest of the child.

Yes No Partial

34. A designated teacher is appointed to promote the educational achievement of children who are looked after and ensure this person has been appropriately trained.

Yes No Partial

35. The DSL for child protection and designated teacher for looked after children share information about the child's social worker and name of the virtual school head in the authority that looks after the child.

Yes No Partial

36. An effective attendance policy and procedures are in place.

Yes

No

Partial

37. The school has systems in place to ensure safeguarding responses to children who go missing from education, particularly on repeat occasions.

Yes

No

Partial

38. A supervision policy is in place and supervision arrangements for all staff involved in child protection work are in place.

Yes

No

Partial

39. School leaders have responded to the joint communication from West Midlands Police and SMBC in June 2018 [link to letter](#) and February 2019 [link to letter](#) on knife crime

Yes

No

Partial

Please state how/what the school has done, with which year groups, any feedback and impact:

40. Has the governor/trustee code of conduct been issued to all governors/trustees and read by all governors/trustees and revisited annually?

Yes

No

Partial

41. Sign off by chair of governors

42. Sign off by vice chair of governors

43. Sign off by safeguarding governor

44. Sign off by head teacher