

Child Protection Policy

- DSL and three deputy safeguarding leads
- DSL/deputy available during extended school provision
 - Named Governor for Safeguarding
- All staff have annual training for 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 CPOMS as evidence of ongoing concerns about children.
 - School and CP files cross referenced
- Dedicated area on school website for safeguarding and child protection

Safeguarding Policies

- Whistleblowing, Behaviour
- Intimate Care
- Dealing with Medical Needs in School
- Anti-Bullying,
- Behaviour
- Health and Safety
- PSHE, RSE, Drug
- Data Protection
- Recruitment and Selection
- Equality Statement
- SEND
- Positive Handling
- Code of Conduct for all Staff
- Teachers Standards
- CPOMS
- Accessibility Plan
- Mental Health well being

Training

- All Designated Leads attend training biannually
- Governors have regular safeguarding training
- All staff attend annual safeguarding training. Linked to KSIE and Working Together
- All staff have attended Prevent training
- Designated lead attends relevant training on specific issues, e.g DV, FGM, substance misuse
- Attendance at national safeguarding conference annually
- First aid training (see medical needs)

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 to front desk to sign in
- All visitors wear a visitor pass
- All visitors receive a safeguarding information leaflet to read.

Inter-agency working

- Educational Psychology Service
- EWMHS
- Social Services
- Health Visitors
- School Health Service
- NSPCC
- Speech and Language Therapists
- Occupational Therapists
- Information sharing with secondary schools about families
- Information sharing with previous settings
- Virtual School
- Hatton Satellite school
- SEATSS outreach provision

Medical Needs

- Clear policy in place
- 5 members of staff have a full First Aid certificate
- 2 members of staff have emergency first aid
- 8 members of staff have playground first aid
- 7 members of staff are trained in pediatric first aid.
- All staff trained in management of anaphylaxis shock and asthma
- 5 staff trained in management of diabetes

Behaviour

- 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
- Values-based ethos
- Reflection time, calming down strategies
- Referral to other agencies when needed.

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 policy shared with volunteers

Safeguarding at Manford Primary

Actions we put in place to keep all pupils safe.



Health and Safety

- Regular Fire Risk Assessments
- Regular Fire Evacuation and Invacuation drills
- Clearly labelled fire 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 offsite activities carried out and events in school.
- Risk Assessments for pupils with medical needs completed.

Curriculum

- Jigsaw PSHE
- Rights Respecting school
- Playground friends/play leaders
 - 'Keeping Safe' assemblies, e.g. NSPCC, bullying, online safety safety, PSHE Jigsaw
 - Relationship and Sex Education
- SWGFL Online Safety Scheme/Switched on Computing
- Right to be safe week
- NSPCC 'Pants' campaign
- Texts allow exploration of safeguarding

Anti-Bullying

- Pupils know to report bullying incidents to an adult
 - 'Anti-bullying day/week to supplement our PSHE curriculum to raise awareness
 - CPOMS for reporting for bullying and racial abuse

Online Safety

- Online safety Policy.
 - Online/social media incident log (CPOMS)
- Online Safety resource links on website
 - Parental permission for use of photographs/videos on our school website/social media
- All pupils are taught how to keep themselves safe when using the internet
 - Safer internet day
 - Workshops offered to parents
 - Regular info/publications sent to parents
- Acceptable use policy
- Internet filtering by LGFL & IMPERO monitoring
- Lead attends safety conferences

Attendance

- Admin team contact families of absent children
- Persistent absentees and lateness tracked by attendance officer
- Attendance officer has regular meetings with EWO
- Good attendance celebrated weekly for classes
- 100% attendance celebrated for individuals and at the end of each term and year.

Pastoral Support

- Full time Learning Mentor
- Mentoring for pupils
- Social skills groups
- Break time drop-in sessions for pupils with Learning Mentor
- Family Links Parenting course
- Places at our breakfast and afterschool club for vulnerable pupils.
- We sign post families to other agencies for support.
 - Proactive approach through early intervention
- ELSA- 2 staff trained
- X 1 Instructor/Mental Health first aider