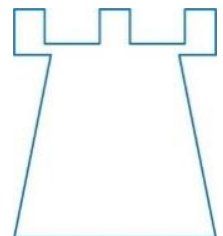


Annual Report to Governing Body on Safeguarding Children

SHERIFF HUTTON PRIMARY SCHOOL
OCTOBER 2024



Annual Report to the Governing Body on Safeguarding Children for 2023-2024

Report author:	Bev Stell
Name of Head Teacher:	Bev Stell
Name of Designated Safeguarding Lead (DSL):	Bev Stell
Name of Lead for the Prevent Duty (under the Counter-Terrorism and Security Act 2015) if different from above:	Bev Stell
Deputy Designated Safeguarding Lead(s) (if applicable):	Jon Fewlass
Mental Health lead:	Jon Fewlass
SENDCo	Julie Bartlett
Online Safety Lead	Danielle Pearson
Name of Nominated Child Protection Governor(s):	Andrea Pitman
Filtering and monitoring lead	Bev Stell
Name of Children Looked After, (and previously Looked After Children) Designated Teacher:	Julie Bartlett

Purpose of this report:

‘Governing bodies and proprietors have a strategic leadership responsibility for their school or college’s safeguarding arrangements and must ensure that they comply with their duties under legislation. They must have regard to this guidance, ensuring policies, procedures and training in their schools or colleges are effective and comply with the law at all times’ *Paragraph 76, Keeping Children Safe in Education (DfE) from September 2024.*

Section 175 of the Education Act 2002 requires governing bodies of maintained schools and colleges, in relation to their functions relating to the conduct of the school or the institution to make arrangements for ensuring that such functions are exercised with a view to safeguarding and promoting the welfare of children who are either pupils at the school or are receiving education or training at the institution.

‘In addition, the board of governors or the board of trustees are responsible for ensuring that the school fulfils its statutory duties, for example under the Equality Act 2010, and other duties, for example in relation to the ‘Prevent’ duty. The board of governors or the board of trustees are also expected to exercise strategic oversight of all aspects of safeguarding. When inspectors consider whether the board of governors or the board of trustees are fulfilling this responsibility, they are not expected to construct or review a list of duties.’ *Paragraph 372, Ofsted inspection handbook updated 16 September 2024.*

This annual report to governors outlines the school’s approach to safeguarding training, an update on school policies and procedures in relation to safeguarding, an update of the progress made since the submission of the safeguarding audit as well and clarifying the processes for the monitoring of safeguarding. It also summarises the number of individuals for whom casework has been undertaken.

1a. Safeguarding training undertaken by all current school staff

School governors and proprietors are responsible for ensuring that staff are competent to carry out their responsibilities for safeguarding and promoting the welfare of children and creating an environment where they feel able and are supported in their safeguarding role.

We have, through training needs analysis, determined what level of training individual staff will require, depending on their roles and responsibilities which include ensuring through our training that our staff are able to:

- understand the policy and procedures
- understand individual staff responsibilities to ensure that concerns for the safety of a child are effectively addressed
- identify signs of possible abuse and neglect at the earliest opportunity
- be aware of and understand their role in the early help process
- respond to concerns in a timely and appropriate way
- communicate appropriately with children
- understand the role of the DSL
- be aware of external avenues for notifying concerns including the use of escalation and whistle-blowing procedures
- comply with record-keeping requirements
- recognise grooming behaviour by adults including inappropriate sexual comments, excessive one-to-one attention or inappropriate sharing of images
- recognise normal and concerning sexual behaviours of children
- have up to date knowledge of safeguarding issues
- understand the requirements of the Prevent duty on protecting children from radicalisation
- recognise the unique risks associated with online safety
- recognise the additional risks that children with SEN and disabilities face online
- understand the safeguarding response to children who are absent from education

In addition to the training at induction, staff training is regularly updated through termly updates, staff meetings and annual training schedule.

All staff also receive regular safeguarding and child protection updates through emails and termly updates to provide them with the relevant skills and knowledge to safeguard children effectively.

All staff who work directly with children have read *and signed* to say that they understand Part 1 and Part 5 of KCSIE from September 2024. Records are kept in the school office and questionnaire responses are stored securely online.

1b. DSL Training

Our Designated Safeguarding Lead and our deputies undergo training to provide them with the knowledge and skills to carry out the role which is updated at least every two years. The last time this training was undertaken was November 2023.

In addition to their formal training, their knowledge and skills are regularly updated by attending LA safeguarding updates and the annual Safeguarding Conference to keep up with any developments relevant to their role.

1c. School Governors

In addition to undertaking safeguarding and child protection training, governors have also undertaken training to ensure they are familiar with their responsibilities for the management of safeguarding as detailed in Part 2 of KCSIE from September 2024. In addition to this all Governors have read Part 1 and Annex A.

Below is a summary of the safeguarding training and activities that we have completed over the last year.

Role	Date	Title and method of training	Course provider (if applicable)
Safeguarding Leader			
DSL / Headteacher	Nov 2023	Safeguarding Children Termly updates	NYCC
Deputy DSL(s)	Nov 2023	Safeguarding Children Termly updates	NYCC
Designated Teacher CLA	Jan 2020	Designated Teacher for LAC	NYCC
Mental Health Lead	Dec 2021	A Strategic Approach to Whole School Emotional Health and Wellbeing (virtual)	Thrive
Safeguarding link governors	Nov 2021	CYSCP Learning masterclass and others	City of York
Other Staff			
Teaching staff	Sept 2024	NYCC Safeguarding Children Basic Awareness, online.	NYCC
Teaching assistants	Sept 2024	NYCC Safeguarding Children Basic Awareness, online.	NYCC
Midday supervisors	Sept 2024	Child Protection Policy, email updates	
Administrative staff	Sept 2024	NYCC Safeguarding Children Basic Awareness, online.	NYCC
Caretaking and cleaning staff	Jan 2021	Basic awareness	Betterclean
Catering staff	Sept 2024	Safeguarding children	NY Facilities Management
Technicians			SICT
Volunteers	On induction	Child Protection Policy	
Governing Body	Sept 2024	NYCC Safeguarding Children Basic Awareness, online.	NYCC

Further reference: Full details of our school training records, including who has attended each session are kept in the school office.

1d. Safeguarding Induction

All staff (including temporary staff, school governors and volunteers) are provided with the school's child protection policy, the school's child protection manual, the behaviour policy, the staff behaviour policy (code of conduct), information on the safeguarding response of children who go missing from education and informed of school's child protection arrangements including the role and identity of the DSL and any deputies.

They have also undergone safeguarding and child protection training (including online safety).

All new staff who work directly with children have read *and signed* to say that they understand Part 1 and Part 5 of Keeping Children Safe in Education from September 2024.

A summary of any induction training that has taken place over the last 12 months is below.

Role	Date safeguarding induction training was completed
Teaching Staff	September 2024

“All staff should be aware of systems within their school or college which support safeguarding and these should be explained to them as part of staff induction. This should include the:

- child protection policy (which should amongst other things include the policy and procedures to deal with child-on-child abuse)
- behaviour policy (which should include measures to prevent bullying, including cyberbullying, prejudice-based and discriminatory bullying)
- staff behaviour policy (sometimes called a code of conduct) should amongst other things, include low- level concerns, allegations against staff and whistleblowing
- safeguarding response to children who go missing from education; and role of the designated safeguarding lead (including the identity of the designated safeguarding lead and any deputies). “
Paragraph 11, KCSIE from September 2024

1e. Safer Recruitment training undertaken and completed by at least one member of the recruitment panel:

Head Teacher	Bev Stell	Date	Oct 2023
School Admin	Sally Bellwood	Date	Sept 2023
Governor	Richard Crabtree	Date	March 2021
Governor	Date
Governor	Date

2. Policies and other documents relating to safeguarding

Safeguarding policies and procedures (S) Statutory – Maintained schools governance guide - Guidance - GOV.UK (www.gov.uk) Academy trust governance guide - Guidance - GOV.UK (www.gov.uk)	Date of last review	Date shared with school staff	Next review date*	Approval delegated to*
Complaints (S)	Jan 2024	Jan 2024	Jan 2025	FGB
Staff discipline, conduct and grievance (procedures for addressing) - also referred to as staff behaviour policy or staff code of conduct (S)	May 2024	May 2024	May 2025	FGB
Single central record of recruitment and vetting checks (S)	Termly			FGB
Statement of procedures for dealing with allegations of abuse against staff	Jan 2024 NY procedure	Jan 2024	Jan 2025	FGB
Accessibility plan	Sept 22	Nov 22	Sept 25	H&S
Child protection policy and procedures (S)	Sept 2024	Oct 2024	Sept 2025	FGB
Children with health needs who cannot attend school	Jan 2024	Jan 2024	Jan 2025	FGB
Early Years foundation stage EYFS	Sept 2023	Sept 2023	Sept 2024	Curriculum
Special Educational Needs and Disability (SEND) Policy, Inclusion policy (S)	Nov 2023	Nov 2023	Nov 2024	Curriculum
Supporting pupils with medical conditions (S)	Jan 2024	Jan 2024	Jan 2025	H&S
Relationships education (primary) and relationships and sex education (secondary) (S)	Feb 2024	Feb 2024	Feb 2025	Curriculum
Behaviour in schools including Behaviour principles written statement (S)	Jan 2024	Jan 2024	Jan 2025	Curriculum
School exclusion (S)	Jan 2024	Jan 2024	Jan 2025	FGB
Health and safety (S)	April 2024	April 2024	April 2025	H&S
First aid in schools	Jan 2024	Awaiting approval	Jan 2025	H&S
Premises management documents (S)				
Safeguarding response to children who are absent from education (ref: KCSIE 2024 para 11 and 175)				
Mental health policy (ref: Mental health and behaviour in schools' section 1.3 page 6)	Oct 2022	Oct 2022	Oct 2025	FGB

Safeguarding policies and procedures (S) Statutory – Maintained schools governance guide - Guidance - GOV.UK (www.gov.uk) Academy trust governance guide - Guidance - GOV.UK (www.gov.uk)	Date of last review	Date shared with school staff	Next review date*	Approval delegated to*
Whistleblowing policy (ref: in KCSIE Sept 2024 para 11, 73-74, 98, annex A 22-23)	Nov 2022	Nov 2022	Nov 2024	
Safer recruitment policy (ref: in KCSIE Sept 2024 para 101)	Oct 2024	Nov 2024	Oct 2025	FGB
Attendance policy (ref: 'Working together to improve school attendance 2024' para 26 (S))				
Online safety policy (ref: KCSIE Sept 2024 para 137)	Oct 2024	Oct 2024	Oct 2025	Curriculum
Mobile and smart technology policy (ref: KCSIE Sept 2024 para 137)				
Low-level concerns policy (ref: KCSIE Sept 2024 para 439, 440, 449, 451)	Sept 2024	Sept 2024	Sept 2025	FGB
Policy and procedures with regards to child-on-child abuse (ref: KCSIE Part 5, page111 Sept 2024)	Sept 2024	Sept 2024	Sept 2025	FGB
Educational visits policy (LA recommended)	Oct 2024	Nov 2024	Oct 2025	FGB
Alternative Provision	-	-	-	-
Anti-bullying	Sept 24	Sept 24	Sept 25	FGB
Children Looked After and Previously Looked After	Oct 2021	Oct 2021	Oct 2023	FGB
Drugs and substance misuse	Jan 2023	Jan 2023	Jan 2025	FGB
Emergency procedures, including lock-down and invacuation	April 2024	April 2024	April 2025	FGB
Child on Child abuse including sexual violence				
Radicalisation and extremist behaviour	Nov 2024	Nov 2024	Nov 2025	Curriculum
Recruitment and selection, including safer recruitment policy	Oct 2024	Oct 2024	Oct 2025	Resources
Safeguarding statement on school website	Sept 2024	Sept 2024	Sept 2025	FGB
Work placements	-	-	-	-

*see DfE guidance which covers how often each policy must be reviewed and shows the level of approval required, where this is prescribed in regulations.

<https://www.gov.uk/government/publications/statutory-policies-for-schools>

We maintain records to evidence that all staff/volunteers have been made aware of the above policies and how to access them. These can be found in school office, Bev Stell / Sally Bellwood is responsible for maintaining that record.

3. North Yorkshire Safeguarding Children Partnership School Safeguarding Audit

Our last audit was completed and ratified by the full governing body on March 2023 and submitted to the NYSCP partnership March 2023. Any actions arising from it and progress with identified actions was brought to governors on Sept 2023.

A summary of the progress with actions made to date is outlined below.

Reference	Action identified in audit	Progress made on action as identified in audit	Actions still outstanding (including how, when and by whom these will be addressed)
1.12	Cluster schools and outside agencies will be contacted to identify best practice for online checks.	New procedure in place provided by LA safeguarding adviser. Checks recorded for new staff.	
1.1	Updated training for safer recruitment has been booked.	Sally Bellwood, Bev Stell completed up to date training	
2A.7	Ask for parent feedback. Ask for staff feedback		
2A.10	Volunteer's induction processes		New procedure will be updated when new volunteers.
2A.11	Staff Behaviour policy, google form to acknowledge reading.	Policy updated and shared with staff. Google form created.	
2A.37	Update job description for DDSL	Updated at next performance management review.	
2A.84	Poster for Whistleblowing Policy.		Order from H&S team.
5.4	Include vaping in site documents.	Policy updated, Jan 2024	
7.2	Upgrades to entry system	Capital project to replace doors and install entry swipe cards. Entry works completed Dec 2023.	
8.2	Google form for H&S policy	Form sent to all staff.	

4. Monitoring of Safeguarding

Safeguarding continues to be a standalone, standing agenda item at all staff meetings and full governing body meetings. Safeguarding is also a standalone, standing agenda item at staff meetings. Challenge questions around safeguarding are minuted in FGB meetings

Monitoring of safeguarding to ensure that it remains effective is carried out in the following ways:

- Reports from CPOMs, shared with safeguarding Governor.
- Safeguarding Governors meetings (minuted).

INDIVIDUAL CASEWORK SAFEGUARDING ISSUES:

NB due to the sensitive nature of safeguarding information it is essential to maintain confidentiality, as the information shared in this report could lead to the identification of individuals. Governors should not have information about individual safeguarding cases, unless fulfilling disciplinary functions, therefore names and specific circumstances cannot be shared.

a) Total number of referrals made to Children's Social Care.	1
--	---

Note: The designated safeguarding lead should maintain:

- A list of referrals made to the designated safeguarding lead for safeguarding in the school and those that were subsequently referred to the local authority, along with brief details of the resolution*
- A list of all pupils who are open cases to children's services/social care and for whom there is a multi-agency plan*

b) School participation in child protection conference process

Number of Initial Child Protection Conferences (ICPC) and Review conferences (RCPC) held	Number attended	Number of reports submitted	Reason for any non-attendance
0	0	0	N/A
Number of core group meetings held	Number attended		Reason for any non-attendance
1	1		N/A

c) Number of individual cases within school from date to date.

Type of Support Provided/Concern Raised	Number of Cases
Child Protection Plan	0
Children in Need Plan	0
Early Help Assessments	2
Prevent referrals recorded (and dealt with)	0
Operation encompass	2
Children Looked After (LAC) and Previously Looked After (PLAC), Special Guardianship or Child Arrangements Orders	0
Privately fostered children	0
Reported to LA as "Absent from Education"	0

Attendance concerns	3
Mental health concerns	0
Bullying incidents recorded (and dealt with)	0
Online safety incidents /concerns recorded (and dealt with)	0
Filtering and monitoring - Number of filtering providers alerts in total that required actioning	1
Reports of harmful sexualised behaviour (HSB), sexual harassment or sexual violence	0
Hate incidents reported to the local authority relating to equalities (e.g., discrimination, harassment in relation to gender, sexual orientation, faith, disability, ethnicity)	0
Allegations made against Staff	0
North Yorkshire Safeguarding Children Partnership Procedures were complied with for each allegation made against staff?	-

d) Other comments on safeguarding issues

<p>Comments</p> <ul style="list-style-type: none"> • Follow up actions from LA review. • Safeguarding scenarios for Governors and staff. • Monitoring of closed doors.
--

Signed ...Bev Stell.....

DateOct 2024....

Job title Headteacher / DSL.....

Date approved by the Governing Body

Signed
.....
Chair

Date

Signed.....Bev Stell.....
Head Teacher

Date Oct 2024