

# North Yorkshire Annual Report to the Governing Body or Management Committee on Safeguarding Children: 2023-2024

## **Purpose of the document:**

**‘Governing bodies and proprietors (unless otherwise stated, includes management committees) must ensure that they comply with their duties under legislation. They must have regard to this guidance, ensuring that policies, procedures and training in their schools or colleges are effective and comply with the law at all times.’ Keeping Children Safe in Education (DfE) 2020**

*Section 175 of the Education Act 2002 requires governing bodies of maintained schools and further education colleges (including sixth form 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 who are students under 18 years of age attending the further education institution.*

**‘Inspectors should consider how well leaders and managers ...have created a culture of vigilance where children’s and learners’ welfare are promoted and where timely and appropriate safeguarding action is taken for children or learners who need extra help or who may be suffering or likely to suffer harm ’Inspecting safeguarding in early years, education and skills settings’ Ofsted 2019**

**A copy of this completed annual report should be shared in Part Two of a full Governing Body meeting.**

**Name of School: ...Brompton & Sawdon CP School**

**Date: ...July 2024**

**Report is for the academic year: ...2023/24**

<b>Report author</b>	<b>Gareth Robinson</b>
<b>Name of Head Teacher</b>	<b>Gareth Robinson</b>
<b>Name of Designated Safeguarding Lead (DSL)</b>	<b>Gareth Robinson</b>
<b>Name of Lead for the Prevent Duty (under the Counter-Terrorism and Security Act 2015) if different from above.</b>	<b>Gareth Robinson</b>
<b>Deputy Designated Safeguarding Lead(s) (if applicable)</b>	<b>Karen Davis</b>
<b>Name of Nominated Child Protection Governor(s)</b>	<b>Dave Cyrus</b>
<b>Name of Children Looked After, (and previously Looked After Children) Designated Teacher</b>	<b>Gareth Robinson</b>

## **WHOLE SCHOOL SAFEGUARDING ISSUES:**

### **1. Summary of safeguarding training undertaken by 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. Schools should, through training needs analysis, determine what level of training individual staff will require, depending on their roles and responsibilities.

Staff must be 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 and understand how to respond in an emergency situation in school, such as a knife attack or terrorist threat
- recognise the unique risks associated with on line safety
- recognise the additional risks that children with SEN and disabilities face online
- understand the safeguarding response to children who go missing from education

In addition to the training at induction, staff training should be regularly updated.

All staff should also receive regular safeguarding and child protection updates (for example via email, e-bulletins, staff meetings) as required, and at least annually, to provide them with the relevant skills and knowledge to safeguard children effectively. Further reference: [School training records](#)

### Summary of general safeguarding training completed this year

- **Safeguarding is an ongoing agenda item for regular teacher and TA meeting**
- **All staff complete refresher training at the start of the academic year**

STAFF	role	CCP P (DSL)	FGM	Prevent	KCS IE	Suicide Awareness	Safer recruitment	Self Harm	SG Children basic awareness	Basic school SG routine	EVC (revalidation)	CHAN NEL	ACT	Visits Leader training (NYCC)
GR	DSL	Jan24	Sep 23	Sep 23	Sep 23	Sep 23	Oct23	Sep 22	Sep 23	Sep 23	Nov 22	Sep 23	Mar22	Feb 23
KD	DDSL	Mar24	Sep 23	Sep 23	Sep 23	Sep 23	Jun22	Sep 22	Sep 23	Sep 23			Sep 22	Feb 23
BS	Teacher	Sep 23	Sep 23	Sep 23	Sep 23	Sep 23			Sep 23	Sep 23				Feb 23
MW	Teacher	Sept 2020	Sep 23	Sep 23	Sep 23	Sep 23		Sep 21	Sep 23	Sep 23			Mar22	
MN	Admin		Jan24	Jan24	Jan 24	Jan24		Sep 22	Jan24	Jan24			Mar22	
LT	Teacher		Sep 23	Sep 23	Sep 23	Sep 23		Sep 22	Sep 23	Sep 23				Feb 23
MS	TA		Sep 23	Sep 23	Sep 23	Sep 23		Sep 22	Sep 23	Sep 23			Mar22	
LB	TA		Sep 23	Sep 23	Sep 23	Sep 23		Sep 22	Sep 23	Sep 23			Mar22	
MA	HLTA		Sep 23	Sep 23	Sep 23	Sep 23		Sep 22	Sep 23	Sep 23			Mar22	
CR	CLEAN								Oct 23	Oct 23				
LH	COOK								Completed as part of Catering training	Jan 23				

### DSL Training

The designated safeguarding lead and any deputies should undergo training to provide them with the knowledge and skills to carry out the role. The training should be updated every two years.

In addition to their formal training, their knowledge and skills should be updated (for example via e-bulletins, meeting with other DSLs, or taking time to read and digest safeguarding developments), at regular intervals and at least annually to keep up with any developments relevant to their role.

Summary of DSL and DDSL training completed				
Safeguarding Team	Staff	Title and Method of training	Date	Notes
DSL	GR	<ul style="list-style-type: none"> <li>Signs of Safety Conferencing</li> <li>Comprehensive Pathways Refresher training for DSL (NYCC)</li> </ul>	Jan 22 Jun 22 Jan 24	•
Deputy DSL(s)	KD	<ul style="list-style-type: none"> <li>Comprehensive Child Protection Pathways training for DSL (NYCC)</li> </ul>	Nov 22 Mar24	•

Summary of associated safeguarding training completed				
Safeguarding team	Staff	Title and Method of training	Date	Notes
Designated teacher for LAC	GR	DSL for LAC training previously completed	check	Refresher training to be organised in academic year 2024-2025 (was cancelled in May 2024)

### Child Protection Training Resources

Training for DSLs and staff can be accessed via North Yorkshire Education Services, or any other suitable alternative provider/s.

The **Comprehensive Child Protection Pathway Course** CCPP is an NYCC course for DSLs who may be invited to child protection conferences. This and other courses are available on [NYES](#) or [here](#) through North Yorkshire Safeguarding Children Partnership (NYSCP)

NSPCC Courses can be accessed [here](#)

### School Governors

In addition to undertaking safeguarding and child protection training, should also undertake training to ensure they are familiar with their responsibilities for the management of safeguarding as detailed in part two of KCSIE 2020.

Summary of training completed by Governors			
<p><b>All Governors complete the following training on Induction. This training is repeated in line with the staff team at the start of each academic year:</b></p> <ul style="list-style-type: none"> <li>- Basic Safeguarding</li> <li>- Prevent</li> <li>- FGM</li> <li>- KCSIE</li> </ul>			
Governor	Training	Date	Notes

### Online Safety

Training is available from NYCC Education and Skills team [here](#)

[Female Genital Mutilation training](#)

[Domestic Abuse Basic Awareness training](#)

[Forced Marriage Guidance](#)

[Prevent E-Learning](#)

[Protect and Prepare E-learning](#)

## 2. Safeguarding induction and training of new staff (including temporary staff) and volunteers, including school safeguarding policies and procedures

### Induction

All staff (including temporary staff, school governors and volunteers) are provided with the school's child protection policy, 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 should undergo safeguarding and child protection training (including on line safety).

All staff should read and understand at least part one of Keeping Children Safe in Education 2023 and all leaders and staff who work directly with children should read Annex A of Keeping Children Safe in Education 2023.

Safeguarding Children: New Online Learning Child Protection Basic Awareness Package can be accessed [here](#) through North Yorkshire Safeguarding Children Partnership (NYSCP). This training is free to access for all schools.

Role	Number	Date of safeguarding induction	Safeguarding induction, including policies and procedures given (yes/no)	Date of safeguarding children training
Teachers	5	On induction	Yes	On induction
Support Staff	3	On induction	Yes	On induction
Volunteers	2	On induction	Yes	
Governors	7	On induction	Yes	On induction

“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;
- the behaviour policy;
- the staff behaviour policy (sometimes called a code of conduct);
- the safeguarding response to children who go missing from education; and
- the role of the designated safeguarding lead (including the identity of the designated safeguarding lead and any deputies).” DfE KCSiE 2023

Ref Sample North Yorkshire Child Protection policy Appendix S Safer Working Practice

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

Reference: Sample North Yorkshire Child Protection Policy Appendix R Safer Recruitment and Selection

Training is available as follows:

- Accredited face to face training for individuals or groups of schools through North Yorkshire Education Services <http://nyestraining.co.uk/>
- NSPCC on line and face to face training <https://www.nspcc.org.uk/what-you-can-do/get-expert-training/safer-recruitment-training/>

3.Safer Recruitment training undertaken and completed by at least one member of the recruitment panel:		
Head Teacher	Gareth Robinson	October 2023
Senior staff	Karen Davis	June 2022
Governor	Possibly need for governor to renew this?	

#### 4. Policies and other documents relating to safeguarding

Safeguarding policies and procedures (S) Statutory	Yes/No	Last review date	Next review date	Approval delegated to
Alternative Provision	N	Sep 25	Sep 26	
Anti-bullying (S) (pat of Behaviour Policy)	Y	Mar 2024	Mar 2025	GB (can delegate to HT/Gov)
Attendance (including missing children)	Y	Ongoing		HT
Behaviour (including use of reasonable force and restraint - physical intervention) (S)	Y	Mar 2024	Mar 2025	GB (can delegate to HT/Gov)
Central record of recruitment and vetting checks (S) ( including single central record and well managed staff files)	Y	Half termly	Half termly	HT with Admin support
Child protection policy and procedures (S) (including management of allegations)	Y	Sept 2023	Sept 2024	GB (can delegate to HT/Gov)
Children Looked After and Previously Looked After (S)	Y	May 2024	May 2026	GB (can delegate to HT/Gov)
Complaints (S)	Y	Sept 2023	Sept 2024	GB
Educational Visits	Y	Dec 21	Dec 24	GB (can delegate to HT/Gov)
Emergency procedures, including lock-down and evacuation	Y	Sept 2023	Sept 2024	GB (can delegate to HT/Gov)
Equality information and objectives (S)	Y	Jul 24	Jul 28	GB (can delegate to HT/Gov)
First aid	Y	Jul 2023	Jul 2024	GB (can delegate to HT/Gov)
Health and safety (including school security, risk assessments, premises management, road safety information) (S)	Y	Sept 2023	Sept 2024	
Intimate care	Y	Jul 24	Jul 27	
Management of allegations against staff and confidential reporting process (S)	Y	See Child Protection Policy		
PSHE Curriculum on school website (S)	Y			
Radicalisation and extremist behaviour <i>NB It is not a requirement to have a separate policy for radicalisation and extremism – this can be integrated into existing school policies for example Child Protection Policy</i>	N			
Recruitment and selection	Y	April 24	Apr 27	GB (can delegate to HT/Gov)
Safeguarding statement on school website	Y			HT
Relationships and Sex Education (S)	Y	March 23	March 25	
SEND policy	Y	Feb 24	Feb 27	GB (can delegate to HT/Gov)
SEN information report (S)	Y	June 23	June 24	GB (can delegate to HT/Gov)
Supporting pupils with medical conditions (S)	Y	May 24	May 25	GB (can delegate to HT/Gov)
Staff behaviour policy (code of conduct) (S)	Y	May 24	May 25	GB (can delegate to HT/Gov)
Whistle blowing	Y	July 2024	July 2025	GB (can delegate to HT/Gov)
Work placements	N			

\* 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>

Is a record maintained to evidence that all staff/volunteers have been made aware of the above policies and how to access them? **Yes**

Who is responsible for maintaining that record?

Name.....**Maddy New**..... Role.....**Administrator**.....

**All staff can access Policies on the School Server. Or by requesting from the Head Teacher. Most are also accessible on the school website**

**5. Has the North Yorkshire Safeguarding Children Partnership School Safeguarding Audit been reviewed/completed for this academic year? No – was completed during 2022-23**

Who was involved in the completion of the audit?

Name: **Gareth Robinson** Role: **Head teacher**

Name: **Kellee Osbourne** Role: **Local Authority Safeguarding Advisor**

NB The audit is conducted by the NYSCP on a two year cycle. However schools are advised to review the audit annually internally.

Actions from NYCC Safeguarding tool: Jan 2023	Actions Required	Owner	Timescale
Does the school undertake recommended Online Search of shortlisted candidates, prior to interview? If so does the school record this and any outcomes appropriately?	Type name into Google / social media when recruiting new staff	GR/TH	during applications
Is there a staff behaviour policy (sometimes referred to as a code of conduct) in place which includes acceptable use of technologies (including the use of mobile devices), staff/pupil relationships and communications including the use of social media?	Need to now add the new version	TH	12/02/2023
Is the role of the DSL post holder explicit in their job description?	To check / edit if required	GR/BF	12/02/2023
Are governing bodies, trustees, proprietors, management committees and their senior leadership teams, and especially the DSL, are aware of the local multi-agency arrangements that are in place with the three safeguarding partners?	Organise for Police to complete assembly on contextual safeguarding	TH	12/02/2023
Is there evidence that governors have ensured that appropriate filters and monitoring systems are in place to safeguard children from potentially harmful and inappropriate online material?	BF/GR to test in half termly monitoring visits. Check with SICT to see if they can provide alerts for inappropriate searches	GR/BF	half termly
Are all staff and volunteers made aware of the school's policy and procedures with regard to child on child abuse?	Ensure that this is on induction for volunteers	TH	by 12/2/23
Have the Senior Leadership Team and governors identified robust procedures to manage emergency situations should they arise?	Need to establish safe areas in the village at 100/200/400m	GR	12/02/2023
Is there evidence that staff are aware that incidents and / or behaviours can be associated with factors outside the school and have they responded appropriately to specific safeguarding issues including contextual safeguarding matters?	Arrange PCSO assembly re. County lines. Staff meeting on 6/2 to refresh County Lines / Lockdown / Safe Places	GR/TH	12/02/2023
Does the school know how to respond if a child or young person places themselves at risk by leaving the building / grounds?	Share at staff meeting	GR	06/02/2023
Have emergency arrangements/fire safety information etc been shared with all site users?	To add details of evacuation etc. Onto sign in system	GR/TH	12/2/23

F)Secure good attendance and good attitudes to attendance	All pupils, including vulnerable groups, attend well  Unauthorised attendances are minimised	<p>1.Attendance given high priority on School Newsletter</p> <p>2.Potential attendance issues are addressed earlier, through careful monitoring and early meetings with families</p> <p>3.DFE guidelines for attendance followed. Where persistent absence is identified – school to work closely with families to address these / school to follow NYCC guidance regarding unauthorised absence</p> <p>4. Good attendance is celebrated and promoted through rewards.</p>	HT/ Admin / class teachers	<p>Attendance is above National Average</p> <p>Persistent absence is minimised</p> <p>Attendance is given high profile on school newsletter</p> <p>Poor attendance is identified early – relationships and honest discussions with families facilitated</p> <p>DFE guidance for attendance followed</p> <p>Good attendance is promoted and celebrated in assemblies</p>	<p>Attendance is above National Average</p> <p>Persistent absence is minimised</p> <p>Attendance is given high profile on school newsletter</p> <p>Poor attendance is identified early – relationships and honest discussions with families facilitated. NYCC guidance for attendance followed</p> <p>Good attendance is promoted and celebrated in assemblies</p>	<p>Attendance is above National Average</p> <p>Persistent absence is minimised</p> <p>Poor attendance is identified early – relationships and honest discussions with families facilitated</p> <p>NYCC guidance for attendance followed</p> <p>Good attendance is promoted and celebrated in assemblies</p>	<p>Eminima 1 – cost of rewards / cert</p> <p>In-house cover if required for class teachers</p>
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**6. Is safeguarding a standing agenda item at all governing body meetings? Yes**

**Example of half-termly safeguarding check:**



### Brompton & Sawdon Community Primary School – ½ termly Safeguarding CULTURE Checks

At Brompton & Sawdon Community Primary School, we undertake internal monitoring to assist in understanding the culture of safeguarding across the whole school environment. The checks below primarily focus on the physical environment of the school and assists leaders in understanding whether there is consistency within practice regarding staff members adhering to policy and procedure which is established to create a safe and supportive school environment.

Safeguarding and promoting the welfare of children is everyone’s responsibility. Everyone who comes into contact with children and their families has a role to play. At Brompton & Sawdon Community Primary School, we have high expectations of ensuring that the school provides a safe and supportive environment for all pupils. We proactively use examples of inappropriate and harmful practice within staff training and development to enhance all staff members knowledge of the umbrella of safeguarding activity that takes place every day.

Date:		18/3/24	Conducted by:			GR/BF
Check undertaken			Red	Amber	Green	
1	Staff wearing lanyards				X	
2	Staff signed in and out appropriately in the school premises				X	
3	Visitors signed in and out appropriately in the school premises / wearing badges –French and Music teachers in school				X	
4	Condition of pupil toilets – need to replace the radiator in girls’ toilet			X		
5	Condition of disabled toilets				X	
6	Staff mobile phones stored securely				X	
7	Staff computers locked in accordance with GDPR when not in use – all in use at time				X	
8	Pupil to staff ratios are suitable at lunch / break times				X	
9	Access to caretaker’s cupboard and restricted spaces for pupils are locked				X	
10	Checks for any hazardous items on corridors and in classrooms				X	
11	Checks for any blocks to fire exits				X	
12	Is first aid equipment readily accessible at break and lunch time				X	
13	Safeguarding signage such as first aid, DSL and governor information is accurate-still to update with Online Safety Lead			X		
14	All school gates are locked appropriately during the school day				X	
15	Pupils know who they can report any worries to				X	
16	Pupil know different ways that they can tell somebody (worry box)				X	
17	Children know what to do in case of fire				X	
18	Children know what visitors should wear / how to report any concerns				X	
19	Children feel safe				X	
20	DSL/DDSL information clear for all visitors (who to report concerns to) – could add online safety			X		
21	<b>CONTROLLED TESTING OF SCHOOL INTERNET FILTERS / MONITORING SYSTEM / REPOSNSE TO ANY BREACHES</b>				X	
<b>Creating a culture of safeguarding:</b>						
<ul style="list-style-type: none"> <li>• Reference to safeguarding in every staff meeting</li> <li>• Reference to safeguarding in every weekly memo for all staff</li> <li>• Safeguarding refresher training and training day every September</li> <li>• Governors talk to school council regarding safeguarding</li> <li>• NYSCP Developments in Safeguarding Masterclass</li> <li>• Half termly safeguarding Culture Check / SCR check / Filtering check with governors</li> <li>• Regular safeguarding assemblies, including online safety</li> <li>• Safeguarding features on weekly newsletter – including wider/contextual issues</li> <li>• Monthly Online Safety newsletter for parents</li> <li>• Weekly Safeguarding briefings distributed to all staff and governors, including online safety</li> <li>• Online safety units yearly as part of the Computing curriculum</li> <li>• Computing teaching starts with Online Safety at the start of every year (following the Summer Holiday)</li> <li>• Daily filtering and monitoring reports received from Smoothwall. Immediate flagging of any inappropriate usage</li> <li>• Contract also with Smoothwall Monitoring – enhanced filtering, monitoring and reporting</li> <li>• Staff Code of Conduct</li> </ul>						
<b>Outcomes:</b>						
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**INDIVIDUAL CASEWORK SAFEGUARDING ISSUES: (EDITED TO REMOVE IDENTIFYING DETAILS)**

*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.*

REFERRALS TO CHILDREN AND FAMILIES SERVICES:			
BROMPTON AND SAWDON PRIMARY SCHOOL			
Date	Child	Referral to	Outcome
2022-23	A	CFS	Child In Need – now closed
2022-23	B	CFS	Initial Assessment completed – NFA
September 2023	C	Early Help	EH took on the case to support parents with behaviour issues at home
October 2023	D/E	CFS (disclosure by IP)	Initial Assessment completed - NFA
November 2023	F	Early Help	EH took on case to support parents with behavioural issues at home alongside housing issues
March 2024	A, G, H	CFS	Placed back with Early Help
March 2024	I	Referral from Police to EH regarding	Not taken on by Early Help as it was felt the family were accessing the support needed and
April 2024	J	Referral from GP to EH re.	Not felt to reach the threshold for EH.
May 2024	B	Due to disclosure made about	Not felt to meet the threshold. Family supported

<b>Total number of referrals made this year to Children's Social Care.</b>	<b>7</b>
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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

Status of referrals this year.			
<ul style="list-style-type: none"> <li>• See CPOMs</li> <li>• See above table</li> </ul>			
Cause for concern referrals made	Referred to CFS	Further action	Notes
See above			

**7. School participation in child protection conference process**

Number of child protection initial and review conferences held	Number attended	Number of reports submitted	Number of core group meetings held	Number attended
0	0	0	0	0

9.



<b>Number of Pupils with a Child Protection Plan</b>	<b>0</b>
<b>Number of Pupils with a Children in Need Plan</b>	<b>0</b>
<b>Number of Early Help Assessments</b>	<b>4 families</b>
<b>Number of Children Looked After and Previously Looked After</b>	<b>0</b>
<b>No. of privately fostered children in school</b>	<b>0</b>
<b>No. of children reported to LA as “Missing from Education”</b>	<b>0</b>
<b>Number of bullying incidents dealt with and recorded</b>	<b>0</b>
<b>Number of incidents of sexual harassment or sexual violence</b>	<b>0</b>
<b>Number of hate incidents reported to the local authority relating to equalities (e.g. discrimination, harassment in relation to gender, sexual orientation, faith, disability, ethnicity)</b>	<b>0</b>
<b>Number of Allegations made against Staff</b>	<b>0</b>
<b>Were North Yorkshire Safeguarding Children Partnership Procedures complied with for each allegation made against staff?</b>	<b>N/A</b>

#### Safeguarding Actions for 2023-2024

<b>Refresher Safer Recruitment training for Governors?</b>
<b>Complete Safeguarding Audit during 2024-25</b>
<b>Ensure that any new staff are fully trained regarding Safeguarding</b> -Basic Safeguarding / child protection -FGM -PREVENT / CHANNEL -Keeping Children Safe in Education
<b>Ensure that all staff complete the yearly safeguarding training by end of September 2024</b>
<b>Renew / refresh DSL for LAC training – GR</b>
<b>Training for all staff regarding KCSIE 2024 at September training day</b>
<b>Timetable / schedule half termly culture checks with DC</b>
<b>Allocate new Health and Safety Governor</b>

#### 10. Other comments on safeguarding issues

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