

Safeguarding policy

St Margaret's CE Primary School

September 2023

Get more information about this document

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Version	Date	Owner	Notes
V01	12/10/21	NC	Final
V02	05/09/22	NC	2022-23 update
V03	14/08/23	NC	2023-24 update

Using the safeguarding policy template

Guidance notes

The purpose of this policy template is to provide a framework for schools to create a safeguarding policy that provides an overview of the school's approach to safeguarding; the policies which guide this and the training undertaken to ensure that children's welfare is safeguarded and promoted through all aspects of school life.

This template could be used to create a webpage where related policies are hyperlinked.

It is not a statutory requirement, unlike for the child protection policy, to have a standalone safeguarding policy. However, many of the policies are statutory and some are required to be shared on the school's website. For more information please see the DfE website: [Statutory policies for schools and academy trusts](#).

Yellow highlighting indicates that the school/college should insert relevant information. Text boxes highlight suggestions to assist DSLs, leaders and managers in amending sample statements and ensuring content is appropriate. This content is provided as guidance notes and should not be left in individual policies.

Green highlighting indicates a change or addition to the 23-24 version.

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School/College Logo

Safeguarding policy

School/college name

This is a core policy that forms part of the induction for all staff and governors. It is a requirement that all members of staff have access to this policy and sign to say they have read and understood its contents.

Date written	September 2023
Date of last update	September 2023
Date agreed and ratified by governing body or management committee	October 2023
Date of next full review	September 2024

This policy will be reviewed at least annually and/or following any updates to national and local guidance and procedures.

Key contacts

	Name	Contact details [Email address] [Telephone]
Headteacher	Anita Delaney	office@stmargarets.bdmats.org.uk 0121 706 5020
Designated safeguarding lead (DSL)	Anita Delaney	office@stmargarets.bdmats.org.uk 0121 706 5020
Deputy designated Safeguarding lead	Amy Thomas Maria Govier RoseMarie Lightbourne Michelle Ashton	office@stmargarets.bdmats.org.uk 0121 706 5020
Senior mental health lead	Anita Delaney	office@stmargarets.bdmats.org.uk 0121 706 5020

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Safeguarding governor or equivalent	Helen Brown	office@stmargarets.bdmatrix.org.uk 0121 706 5020
Designated teacher for looked after and previously looked after children	Jayne Bannister	office@stmargarets.bdmatrix.org.uk 0121 706 5020
Other key staff	Michele Fullwood	m.fullwood@bdmat.org.uk

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Child-focused approach to safeguarding

Introduction

The purpose of this policy statement is:

- to protect children and young people who attend St Margaret's CE Primary School from harm;
- to provide staff and volunteers, as well as children and young people and their families, with the overarching principles that guide our approach to safeguarding.

This policy applies to everyone.

Policy context

This policy is derived from a variety of legislative provisions and statutory guidance. In particular, it is based upon the requirements and best practice outlined in:

- Keeping Children Safe in Education 2023 (KCSIE)
- Working Together to Safeguard Children 2018 (WTSC)
- Ofsted: Education Inspection Framework' 2023
- Framework for the Assessment of Children in Need and their Families 2000
- Solihull MBC Safeguarding Children Procedures
- Early Years and Foundation Stage Framework 2023 (EYFS)
- Digital and technology standards for schools and colleges (2023)

Section 157 of the Education Act 2002 requires school governing bodies, local education authorities and further education institutions to make arrangements to safeguard and promote the welfare of all children who are pupils at a school, or who are students under 18 years of age. Such arrangements will have to have regard to any guidance issued by the Secretary of State.

The duties for all academies – including all free schools and independent schools – to safeguard and promote the welfare of pupils at the school/college is set down in Part 3 of the schedule to the Education (Independent School Standards) Regulations 2019.

St Margaret's CE Primary School policy reflects these duties and complies with our funding agreement and articles of association.

Safeguarding statement

St Margaret's CE Primary School recognise our statutory responsibility to safeguard and promote the welfare of all children. Safeguarding is everybody's responsibility and all those directly connected (staff, volunteers, governors, leaders, parents, families, and learners) are an important part of the wider safeguarding system for children and have an essential role to play in making this community safe and secure.

St Margaret's CE Primary School believe that the best interests of children always come first. All children (defined as those up to the age of 18) have a right to be heard and to have their wishes and feelings taken into account and all children regardless of age, gender, ability, culture, race, language, religion or sexual identity, have equal rights to protection.

St Margaret's CE Primary School recognises the importance of providing an ethos and environment within school/college that will help children to be safe and to feel safe. In our school children are respected and are encouraged to talk openly. We will ensure children's wishes and feelings are taken into account when determining what safeguarding action to take and what services to provide.

Our core safeguarding principles are:

Prevention: positive, supportive, safe culture, curriculum and pastoral opportunities for children, safer recruitment procedures.

Protection: following the agreed procedures, ensuring all staff are trained and supported to recognise and respond appropriately and sensitively to safeguarding concerns.

Support: for all learners, parents and staff, and where appropriate specific interventions are required for those who may be at risk of harm.

Working with parents and other agencies: to ensure timely, appropriate communications and actions are undertaken when safeguarding concerns arise.

Education providers may wish to insert their mission statement or vision and values in line with their procedures for other policies. The safeguarding policy statement should also be referenced within your child protection policy.

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Safeguarding policies and procedures

We have a number of policies and procedures in place that contribute to our safeguarding commitment, including our child protection policy which can be viewed [in the policies section on our website.](#)

Policies, procedures and requirements	Where you will find the policy/procedure
Child protection (including online safety, low level concerns policy and child-on-child abuse as required by KCSiE '23)*	School website
Looked after and previously looked after children – designated teacher*	Child Protection Policy
Pupil premium statement*	School website
Mental health and wellbeing	School website
Equality information and objectives*	BDMAT website and school website
Special educational needs and disabilities*	School website
Accessibility plan*	School website
Premises management documents*	
Healthy and safety*	BDMAT website and school website
Risk assessments*	Teaching and Learning Drive
First aid*	School website
Lettings	Teaching and Learning Drive
Attendance	School website

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<p>Behaviour in schools (which should include measures to prevent bullying, including cyberbullying, prejudice-based and discriminatory bullying)*</p> <p>Exclusions*</p>	<p>School website</p> <hr/> <p>Behaviour Policy</p>
<p>Online safety (including how school is meeting the filtering and monitoring requirements of the Digital and technology standards for schools)</p> <p>Acceptable use of social media</p> <p>Mobile and smart technology</p> <p>Data protection and information sharing*</p> <p>Protection of biometric information*</p>	<p>Child Protection Policy</p> <hr/> <p>School website – Acceptable use of ICT Policy</p> <hr/> <p>School website – Acceptable use of ICT Policy</p> <hr/> <p>School Website</p> <hr/> <p>School Website</p>
<p>Children with health needs who cannot attend school*</p> <p>Supporting children with medical conditions in school/Medicines in school*</p> <p>Personal and intimate care</p>	<p>BDMAT website / school website</p> <hr/> <p>BDMAT website / school website</p> <hr/> <p>School website</p>
<p>Staff discipline, conduct and grievance (procedures for addressing)*</p> <p>Staff code of conduct (including reference to low level concerns, managing allegations against staff and whistleblowing, acceptable use of technologies (including the use of mobile devices), staff/pupil relationships and communications including the use of social media policies as required by KCSiE '23)</p>	<p>BDMAT website</p> <hr/> <p>BDMAT website</p>

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Statement of procedures for dealing with allegations of abuse against staff*	Child Protection Policy
Safer recruitment	Child Protection Policy / BDMAT website
Single central record of recruitment and vetting checks*	On secure shared system
Visitors' protocol	School website
Governor code of conduct	Governor Hub
Governor training record	
Early years foundation stage*	School website
Relationships and sex education*	School website
Drug and alcohol education/managing substance related incidents	BDMAT website
Educational visits	School website
School complaints*	School website
Whistleblowing*	School website
Confidentiality (Part of staff Code of Conduct and Child Protection Policy)	School website