



Anytime, anywhere, on any device

# Statutory Training for School Staff Compliance Matrix

This document gives an analysis of government policy providing references to all the statutory training a school must provide to their staff. Essential CPD by The National College is a package of video courses that supports schools to meet these requirements. All managed in our learning hub providing one click roll-out, progress tracking and reporting to evidence compliance.

★★★★★  Read Reviews

Rated 4.7 stars out of 5 by over 90,000 users and 17,000 schools, school staff love our engaging video courses available anytime, anywhere on any device.

 [Interactive PDF](#)



**The  
National  
College<sup>®</sup>**

Publish Date: 08/07/2020

## Statutory Training for All School Staff

Our Essential CPD courses provide a cost-effective solution for schools to roll-out statutory training to the entire school workforce.

We provide a comprehensive suite of bespoke courses designed in line with the latest statutory guidance for senior leaders, school staff and specialist roles, both in schools and the workplace, to help you meet your mandatory training needs.



### Our courses are aligned to government guidance and legislative frameworks, including:

- ✔ Keeping Children Safe in Education 2019, DfE
- ✔ Staffing and employment advice for schools, DfE
- ✔ The designated teacher for looked after and previously looked-after children, DfE
- ✔ Health and safety: advice for schools, DfE
- ✔ The Management of Health and Safety at Work Regulations
- ✔ First aid in schools, DfE
- ✔ Data Protection: toolkit for schools, DfE
- ✔ Protecting children from radicalisation: the prevent duty, DfE
- ✔ School and college security, DfE
- ✔ Working safely with display screen equipment, HSE
- ✔ Knife crime: safeguarding children and young people in education, DfE
- ✔ Fire safety risk assessment: educational premises, Home Office
- ✔ Health and Safety at Work etc Act 1974 (HASAWA)
- ✔ SEND code of practice: 0 to 25 years, DfE
- ✔ Mental health and behaviour in schools, DfE



#### Statutory Training

Our courses have been designed in line with statutory guidance for schools, government policy and workplace legislative frameworks.



#### Video Streaming

Delivered in high-quality video format, each course has been skilfully organised for busy workloads.



#### Lean & Time Efficient

Designed to provide maximum learning potential in the leanest, most cost effective and most time-efficient manner.



#### Expert Delivery

Delivered by subject matter experts who have picked out the key aspects of each topic and reshaped them into small, easy digestible modules.



#### Evidence Learning

Evidence learning through assessments and record all your CPD, externally and internally, in one place with our brand new logging facility in our online hub.



#### Accessible

Accessible on any device, anytime, anywhere.

▶ Please see next page for essential CPD webinars from The National College



COURSE TITLE	FOR	REQUIREMENTS	SUMMARY & REFERENCES	LINKS TO GUIDANCE
<a href="#">Certificate in Understanding County Lines in Schools</a>	All School Staff	Recommended	Training should be provided in order to enable schools to identify and help children exploited through county lines, so that gaps in knowledge do not lead to children at risk being missed.	Counting Lives Report, The Children's Society
<a href="#">Certificate in Cyber Security in Schools</a>	All School Staff	Recommended	All staff should be able to work in a safe and secure environment and security policies should include threats arising from a cyber-attack. All staff should receive appropriate security training relevant to the nature of the risk to the school or college. This may require a combination of formal and informal training.	School and college security, GOV.UK, DfE
<a href="#">Certificate in Data Protection &amp; GDPR in Schools</a>	All School Staff	Recommended	Schools should ensure that all staff are aware of what personal data actually is, what 'processing' means and what their duties in handling personal information are. They should also be familiar with the scope of the permitted usage of data and the risks of a data breach and how to respond.	Data Protection: toolkit for schools, GOV.UK, DfE
<a href="#">Certificate in Data Protection for Data Influencers</a>	Data Influencers	Recommended	Data influencers are those who work with data on a daily basis and either create, store, enter or decide when data will be processed. They will also work with paper documents. In addition to general awareness, they should have an additional level of awareness/training specific to their role in processing and handling data.	Data Protection: toolkit for schools, GOV.UK, DfE
<a href="#">Certificate in Data Protection for Senior Leaders</a>	Senior Leaders	Recommended	Senior leaders should be sufficiently aware of the content of GDPR and the Data Protection Act in order to ensure schools have the right things in place to be compliant.	Data Protection: toolkit for schools, GOV.UK, DfE
<a href="#">Certificate in Data Protection for Governors and MAT Trustees</a>	Governors and MAT Trustees	Recommended	The ultimate responsibility and accountability for compliance sits with governors and trustees. Governors and MAT Trustees should have specific knowledge of data protection relevant to their role to ensure compliance with legislation and the ability to respond to any changes, working closely with the Data Protection Officer (DPO).	Data Protection: toolkit for schools, GOV.UK, DfE
<a href="#">Certificate in Display Screen Equipment in Schools</a>	All School Staff	Statutory	Schools must provide health and safety training and information for display screen equipment (DSE) users. Training should be about the risks in DSE work and how to avoid these by safe working practices.	Working safely with display screen equipment, HSE.gov.uk, HSE
<a href="#">Certificate in Fire Safety in Schools</a>	All School Staff	Statutory	Schools must provide adequate fire safety training for staff. Schools should ensure that all school staff receive basic fire safety induction training and attend refresher sessions at pre-determined intervals.	Fire safety risk assessment: educational premises, GOV.UK, Home Office
<a href="#">Certificate in First Aid in Schools</a>	First Aid Awareness	Recommended	Schools should develop their own first-aid policies and procedures, based on an assessment of local needs. The minimum first-aid provision must be supplemented with a risk assessment to determine any additional provision.	First aid in schools, GOV.UK, DfE
<a href="#">Certificate in Health &amp; Safety in Schools</a>	General Health and Safety	Statutory	Schools must ensure that staff receive information and training about health and safety specific to their job. This should include the ability to make risk assessments and how to meet their roles and responsibilities identified within the health and safety policy.	Health and safety: advice for schools, GOV.UK, DfE
<a href="#">Certificate in Health &amp; Safety in Schools</a>	Risk Assessments	Statutory	Schools must ensure that staff receive information and training about health and safety specific to their job. This should include the ability to make risk assessments and how to meet their roles and responsibilities identified within the health and safety policy.	Health and safety: advice for schools, GOV.UK, DfE
<a href="#">Certificate in Health &amp; Safety in Schools</a>	SEND health & safety training	Statutory	Schools must ensure that staff receive information and training about health and safety specific to their job. This should include the ability to make risk assessments and how to meet their roles and responsibilities identified within the health and safety policy.	Health and safety: advice for schools, GOV.UK, DfE
<a href="#">Certificate in Using Machinery</a>	Using Machinery	Statutory	More specific training will be needed for more specialist areas of health and safety.	Health and safety: advice for schools, GOV.UK, DfE



COURSE TITLE	FOR	REQUIREMENTS	SUMMARY & REFERENCES	LINKS TO GUIDANCE
<a href="#">Certificate in Managing Asbestos</a>	Managing Asbestos	Statutory	More specific training will be needed for more specialist areas of health and safety.	Health and safety: advice for schools, GOV.UK, DfE
<a href="#">Certificate in Handling, Storing and Disposing of Hazardous Materials</a>	COSHH	Statutory	More specific training will be needed for more specialist areas of health and safety.	Health and safety: advice for schools, GOV.UK, DfE
<a href="#">Certificate in Health and Safety at Work</a>	All School Staff	Statutory	Employers must provide adequate information, instruction, training and supervision to ensure the health and safety of their employees.	Health and Safety at Work etc Act 1974 (HASAWA). Section 2. Legislation.gov.uk
<a href="#">Certificate in Knife Crime in Schools</a>	All School Staff	Recommended	Schools, colleges and PRUs should be fully involved in local community safety partnerships to help address knife crime and serious youth violence. Schools who have received knife crime training have found it highly regarded, well received and valued.	Knife crime: safeguarding children and young people in education, GOV.UK, DfE
<a href="#">Certificate in Understanding Mental Health</a>	All School Staff	Recommended	Staff training needs should be determined as part of embedding a whole school culture, ethos and environment which promotes the health and wellbeing of pupils and staff.	Mental health and behaviour in schools, GOV.UK, DfE
<a href="#">Certificate in Online Safety in Schools</a>	All School Staff	Statutory	All school staff should undergo safeguarding and child protection training (including online safety) at induction, which is regularly updated and taken in line with advice from the local 3 safeguarding partners. [KCSiE, p.23]	Keeping Children Safe in Education (KCSiE), GOV.UK, DfE
<a href="#">Certificate in Online Safety in Schools</a>	DSLs & Deputy DSLs	Statutory	DSLs and deputy DSLs should have training in order to be able to understand online safety risks and feel confident that they have the relevant knowledge/capability required to keep children safe online. They should also have training to help them recognise the additional risks children with SEND face online and provide them with appropriate support. [KCSiE, p.94]	Keeping Children Safe in Education (KCSiE), GOV.UK, DfE
<a href="#">Certificate in Online Safety in Schools</a>	Governors and Senior Leaders	Statutory	Governors and proprietors should ensure that online safety training for staff is integrated, aligned and considered as part of the overarching safeguarding approach. [KCSiE, p. 98]	Keeping Children Safe in Education (KCSiE), GOV.UK, DfE
<a href="#">Certificate in Paediatric First Aid in Schools</a>	First Aid Awareness	Statutory	Schools should develop their own first-aid policies and procedures, based on an assessment of local needs. The minimum first-aid provision must be supplemented with a risk assessment to determine any additional provision.	First aid in schools, GOV.UK, DfE
<a href="#">Certificate in Safeguarding in Schools</a>	Governors & Senior Leaders	Statutory	Governing bodies and proprietors must ensure that policies, procedures and training are effective and comply with legislation [KCSiE, p.17] They should ensure that all staff undergo safeguarding and child protection training (including online safety) at induction, which is regularly updated and taken in line with advice from the local 3 safeguarding partners. [KCSiE, p.23]	Keeping Children Safe in Education (KCSiE), GOV.UK, DfE
<a href="#">Certificate in Safeguarding in Schools</a>	All School Staff	Statutory	All staff should receive appropriate safeguarding and child protection training which is regularly updated. They should also receive safeguarding and child protection updates (for example, via email, e-bulletins and staff meetings), as required, and at least annually. [KCSiE, p.7] Staff should have the opportunity to use the expertise built from undertaking safeguarding training and managing safeguarding concerns to help shape safeguarding arrangements and child protection policy. [KCSiE, p.23]	Keeping Children Safe in Education (KCSiE), GOV.UK, DfE
<a href="#">Certificate in the role of a Designated Safeguarding Lead</a>	DSLs & Deputy DSLs	Statutory	DSLs and deputy DSLs should undergo training specific to their role. The training should be updated every two years. Knowledge and skills should be updated (for example via e-bulletins, meeting other DSLs or through their own research), at regular intervals, and at least annually. [KCSiE, p.19]	Keeping Children Safe in Education (KCSiE), GOV.UK, DfE



COURSE TITLE	FOR	REQUIREMENTS	SUMMARY & REFERENCES	LINKS TO GUIDANCE
<a href="#">Certificate in Safer Recruitment in Schools</a>	Safer Recruitment	Statutory	In maintained schools, at least one person who conducts an interview must have completed safer recruitment training. Governing bodies may choose appropriate training however it must, as a minimum, cover the content of Keeping Children Safe in Education. [KCSiE, p.24]	Keeping Children Safe in Education (KCSiE), GOV.UK, DfE Staffing and employment advice for schools, GOV.UK, DfE
<a href="#">Certificate in the role of a Designated Teacher</a>	Designated Teacher	Statutory	Schools and academies must appoint a designated teacher who should work with local authorities to promote the educational achievement of registered pupils who are looked after. The designated teacher must have appropriate training and the relevant qualifications and experience. [KCSiE p.27]	Keeping Children Safe in Education (KCSiE), GOV.UK, DfE The designated teacher for looked after and previously looked-after children, GOV.UK, DfE
<a href="#">Certificate in Understanding Sexual Violence &amp; Sexual Harassment</a>	Sexual Violence & Sexual Harassment	Statutory	Preplanning, effective training and effective policies will provide schools and colleges with the foundation for a calm, considered and appropriate response to any reports of sexual violence or sexual harassment. [KCSiE p.65]	Keeping Children Safe in Education (KCSiE), GOV.UK, DfE
<a href="#">Certificate in Understanding the SEND Code of Practice in Schools</a>	All School Staff	Statutory	At a strategic level, training for staff should be considered to help them adapt to meeting the needs of children and young people with SEN or disabilities in a more personalised way. All staff who will come into contact with a child or young person with a particular types of SEN should receive basic awareness training.	SEND code of practice: 0 to 25 years, GOV.UK, DfE
<a href="#">Certificate in the Role of a Designated Mental Health Lead</a>	Designated Mental Health Lead	Statutory	Designated Mental Health leads should undergo training specific to their role. The training should be updated every two years. Knowledge and skills should be updated at regular intervals.	Keeping Children Safe in Education (KCSiE), GOV.UK, DfE
<a href="#">Certificate in Understanding Fundamental British Values</a>	All School Staff	Statutory	All maintained schools must promote the spiritual, moral, social and cultural (SMSC) development of their pupils. It is essential that all staff have a strong understanding of SMSC so that, as part of a broad and balanced curriculum, they can demonstrate they are actively promoting fundamental British values (FBV).	Promoting fundamental British values as part of SMSC in schools
<a href="#">Certificate in the Prevent Duty in Schools</a>	All School Staff	Statutory	The Prevent duty forms one part of the UK's overarching strategy to reduce the threat from terrorism. It is essential that all staff are up to date with their requirements under the Prevent duty and are able to recognise and respond to signs of radicalisation. (KCSiE) 2019	Keeping Children Safe in Education (KCSiE), GOV.UK, DfE

## Contact us at:

 [www.thenationalcollege.co.uk](http://www.thenationalcollege.co.uk)

 [bookings@thenationalcollege.co.uk](mailto:bookings@thenationalcollege.co.uk)

 0800 368 8097

 @thenationalcollege

 @thenatcollege

The  
National  
College®