



Safeguarding Statement

Updated January 2024 for review January 2025

Introduction

Kenilworth Primary School is always concerned about the welfare and safety of all its pupils, and aims to create an ethos in which all pupils can develop to their full potential. Safeguarding is paramount.

We follow the interagency guide called:

WORKING TOGETHER TO SAFEGUARD CHILDREN July 18

A copy of this can be found online, saved in the shared Policy drive on computer, or in the Head's office.

We also follow **KEEPING CHILDREN SAFE IN EDUCATION, STAUTORY GUIDANCE FOR SCHOOLS AND COLLEGES (updated September 2023)** which is amended in line with KEEPING CHILDREN SAFE IN EDUCATION, STAUTORY GUIDANCE FOR SCHOOLS AND COLLEGES (Sept 22)

Key Principles:

As stated in the guidance, WE FOLLOW A CHILD CENTRED AND COORDINATED APPROACH TO SAFEGUARDING:

1. Safeguarding is everyone's responsibility: for services to be effective each professional and organisation should play their full part
2. A child-centred approach: for services to be effective they should be based on a clear understanding of the needs and views of children.

Ethos of the School

The School aims to develop an ethos in which children feel secure, their viewpoints are valued, they are encouraged to talk, and they are listened to. Our vision is central to our ethos: we are a place where safeguarding children is our highest priority to children's well-being and involvement.

In the best practice, our School will:

- have an ethos in which children feel secure, their viewpoints are valued, they are encouraged to talk, and are listened to
- provide suitable support and guidance so that pupils have a range of appropriate adults whom they feel confident to approach if they are in difficulties
- work with parents to build an understanding of the school's responsibility to ensure the welfare of all children and a recognition that this may occasionally require cases to be referred to other investigative agencies as a constructive and helpful measure
- be vigilant in cases of suspected child abuse, recognising the signs and symptoms, have clear procedures whereby teachers report such cases to the school's senior staff, and are aware of



local procedures so that information is effectively passed on to relevant professionals such as social workers

- monitor children who have been identified as at risk, keeping, in a secure location, clear records of pupils' progress, maintaining sound policies on confidentiality, providing information to other professionals, submitting reports to case conferences and attending case conferences
- provide child protection training regularly to school staff, and in particular to designated practitioners, to ensure that their skills and expertise are up to date
- contribute to an inter-agency approach to child protection by developing effective and supportive liaison with other agencies
- use the curriculum to raise pupils' awareness and build confidence so that pupils have a range of contacts and strategies to ensure their own protection and understand the importance of protecting others
- Work alongside other agencies to ensure promotion of Safeguarding Children across the community.

Procedures we take to ensure Safeguarding:

- All recommendations for safeguarding policies including Child Protection and Children missing in Education (September 2018) and Working together to improve attendance.' are followed and abided by, through rigorous and regularly reviewed policies
- Safer recruitment, including personal interviews and thorough checks
- Safer recruitment trained leaders
- Head is overall Designated Senior Person
- Central filing of all CP and incidents, needs, interventions for monitoring and tracking on CPOMs.
- DSPs are trained across the School, in the event of the Head's absence, ensuring rigorous CP procedures and awareness
- CP log keeps a record of all staff trained and follows HCC requirements on training
- Inductions for all staff, students and volunteers
- Annual safeguarding audit completed by Head and Safeguarding Governor
- Termly audit review with the safeguarding governor to ensure records are consistent and follow up actions are implemented.
- Sharing of information and joined up working through internal and external partnerships (half-termly DSP meetings)
- Briefing at SLT of all HCC Safeguarding updates (standing item on SLT agenda)
- Regular DSP meetings
- Parent partnership agreements and clear policy information about safeguarding
- Website information published to promote safeguarding
- Single Central Record kept updated covering the whole school
- Audit of single central record is carried out termly with the BM, HT and Safeguarding Governor
- Annual audit of the SCR at County.
- Staff training in Integrated Practice
- Safeguarding including CP/safeguarding & H&S is a standing item at team meetings



- All Staff have external safeguarding training (level 1) every 3 years and internal annual updates including Prevent.
- Staff sign an annual declaration covering safeguarding, child protection, safer working practices and e-safety and Prevent.

Safeguarding Documentation

It is important that this policy statement is read in conjunction with all our **Safeguarding Policies**, which can all be found in our Policy Drive in the '**Safeguarding**' folder on the computer: in the t drive.

Up to date information from the most recent safeguarding training can also be found in the t drive. Documents in bold type are included in the Induction packs for all staff, students and volunteers. All others can be sourced on the computer.

Alcohol and Drugs at Work Policy

Annual Safeguarding Checklist – completed by Head and Governor

Attendance Policy (children)

Attendance Policy (staff)

Behaviour Management Policy

Child Protection Policy

Code of Conduct

Complaints Policy and Procedures

Complaints Summary Statement (for parent info)

Disciplinary Procedures

Dress Code

Drop off and Collection guidance

E safety: Acceptable Use agreements for staff, governors, visitors, students

E Safety Policy: ICT Acceptable Use (including mobile phones and devices)

E Safety staff professional responsibilities information poster

Equality Scheme (HCC School only) – published annually on website

Equality & Diversity Policy

First Aid

Health & Safety Policy (this includes Lone Working, Risk Assessment, Home Visiting)

Intimate Care Policy

Medicines Policy (including all forms and permission to administer Calpol in emergency)

Personal Care Log forms – for each room

Personal Safety & Lone Working Policy (also within Health & Safety Policy) + home visiting & outreach guidance

Physical Intervention Policy

Procedure for Administering Medicines

Prevent Bullying guidance

Restrictive Physical Intervention Policy

Safe Use of Images

Safeguarding in Schools – Ofsted Guidance

Safer Recruitment Policy



Safer Working Practice in Education – DCSF guidance
Safeguarding Statement (this one)
Staff Health & Attendance Policy
Staff Leave of Absence Policy
Whistle Blowing Policy
Work Experience Policy

Other documents available:

Accident Forms and accident reporting
Attendance Policy (for parents)
CP training and reporting – role of practitioner
CP and DSP training log
Annual Safeguarding report to governors – reported by Head every Autumn Term
Welcome booklets for parents – policy booklet, welcome booklet, about us booklet
Parent partnership agreement
Absence reporting and recording procedures – promoting good attendance following the Government Guidance ‘Working Together to Improve Attendance.’
Risk Assessment
Risk Assessment files – central file and kept in rooms
Accident files – kept in rooms (adult reporting file kept in Admin office)
Fire evacuation log
Keeping Children Safe in Education (DfE / BIS)
Working Together to Safeguard Children
Medical forms
Safeguarding Schools Practical Tips