



**DORMER
HOUSE
SCHOOL**



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It could happen here

SAFEGUARDING TEAM

Alison Thomas : 01451 831806

Designated Safeguarding Lead

Jane McPherson : 01386 701343

Deputy Safeguarding Lead

Caroline Paxford : 01608 684294

Safeguarding Trustee

Beverley Pitter: 07760 172829

Early Help Co-ordinator

Becky Atkins: 07971 121646

Community Social Worker

Nigel Hatten 01452 426994

Local Authority Designated Officer

**Next Steps for Staff,
Trustees and Volunteers**

Safeguarding is everyone's business

A key priority at Dormer House School is to ensure that all adults who work with our pupils take account of safeguarding and the welfare of children. Our aim is to promote a culture of being a safe school for children and the adults who work with them.

This is approached by:

- Ensuring **Disclosure and Barring Service** checks are carried out on **all staff, volunteers, Trustees** and those who have access to the personal information of the children.
- Developing the recruitment practice in line with guidance on **Safer Recruitment** practices.
- Checking for **Teaching Prohibitions**. (TRAs)
- Working to promote a **safe culture** with a common understanding of **risk management** and judgement in relation to safeguarding.
- Ensuring that staff operate **safer practice** that does not leave them open to misunderstanding or malicious allegations.

- Referring **all** allegations to the **Local Authority Designated Officer, Nigel Hatten**.
- Giving staff GSCB guidance and training to enable them to offer **Early Help** i.e. the right help at the right time with the support of **Beverley Pitter, Early Help Co-ordinator** and **Becky Atkins, the Community Social Worker**
- **Communicating** child protection procedures to all staff, parents and visitors.
- Ensuring that every individual signs an **Acceptable Use Policy** and abides by this before using the school's IT network.
- Ensuring that staff, Trustees and volunteers sign and abide by the **Code of Conduct**.

If you hear, see or read anything which troubles you about a child

- * **Do not ignore it**
- * **Always act in the interest of the child**
- * **NEVER promise confidentiality to the child**
- * **Report your concern immediately** to a member of the team.
- * Remember **anyone can raise a concern**

It's up to all of us to keep children safe.



DORMER HOUSE SCHOOL

Dear colleagues,

If you read one thing this week, please read this. This memo will keep you up to speed with the guidance that Jane and I receive as Deputy and Designated Safeguarding Leads. The training that we undertake and the work that we do as DSLs is designed to strengthen the chain of safety that we place around our pupils. But as we all know, a chain is only as strong as its weakest link. **All staff, volunteers and Trustees** must adhere to the safeguarding systems in place at Dormer.

With new staff at school and a new LADO (Nigel Hatten) at the GSCB, this is an important time to check that you are feeling confident about safeguarding policies and procedures, which can be found on the school website. **Keeping Children Safe in Education 2018** came into force on 3 September (updated 18 September) with Part 1 and a new Part 5 to be read by all staff.

We will actively promote the **fundamental British values** of democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs. Some of this work will be done through the **Gloucestershire PINK Curriculum**, however the **PNEU ethos and curriculum** have cemented these values. Please re-read the **Dormer House Prevent and British Values Policy** to understand the importance of your collective

contributions to this agenda. Don't forget that the PSCHE department has a selection of books which challenge stereotypes and celebrate difference. These books support our strategies for **challenging homophobic bullying** through PSCHE. We will use the results of the GHLL **On-Line Pupil Survey** and the messages on the Worry Web to help pupils express any concerns they have and we can support those who need help through mindfulness, PSCHE, circle time or mentoring.

In terms of escalation please remember that anyone can escalate a concern— **you own that concern and MUST act on it**. Just remember it is the **outcome of a phone call or a meeting that helps the child** not the phone call or meeting itself. *(45% of referrals in Gloucestershire are from schools and half of those calls are at Level 4.)*

Onwards and upwards, safeguarding team!

Alison Thomas (DSL) Autumn 2018

CPD:

- 6/09/18: KCSiE 2018 GSCB briefing (ADT, JM, CP)
- 6/11/18: Independent Schools Forum (ADT, JM, CP)
- 12/11/18: It Could Happen Here Update (Staff, Trustees)
- 15/11/18: COSMIC GSCB Briefing (ADT)
- 15/11/18: Online Pupil Survey training (ADT)
- Paediatric First Aid (MB)
- 21/11/18 DSL Training (ADT)
- 23/11/18 CLICK 2018 – Raising awareness of digital literacy and online resilience (Y6, ADT)

AUTUMN TERM TO DO LIST



Read **Keeping children safe in education: statutory guidance for schools and colleges** **September 18 (Everyone)**

Complete the safeguarding quiz and return to our Dep. DSL by **Nov 24**

Complete your Safeguarding Audit and return to the Deputy DSL by **Nov 24**

Reflect on individual safeguarding duties in annual reviews in relation to Teaching Standard, 2, ii. **(Nursery, teaching staff and TAs)**

Check transition of summer/mid-term leavers for **Children Missing in Education**. **(Class teachers, ADT, JM, CP)**

Update the **vulnerable pupils register** recognising the impact of **ACES (Adverse Childhood Experiences)** **(ADT, JM, CP to check)**

Read **The Prevent Duty** June 2015. (New staff)

Complete the **Channel** on-line general awareness training **(new staff)** and use professional judgement in **identifying children who might be at risk of radicalisation (all staff)**.

Complete GSCB annual 175 audit online **(ADT, JM, CP) by Jan 15th**

Sign up for CASPAR, GSCB and NSPCC alerts and be aware of outcomes of serious case reviews. **(DSLs/ CP but everyone can)**