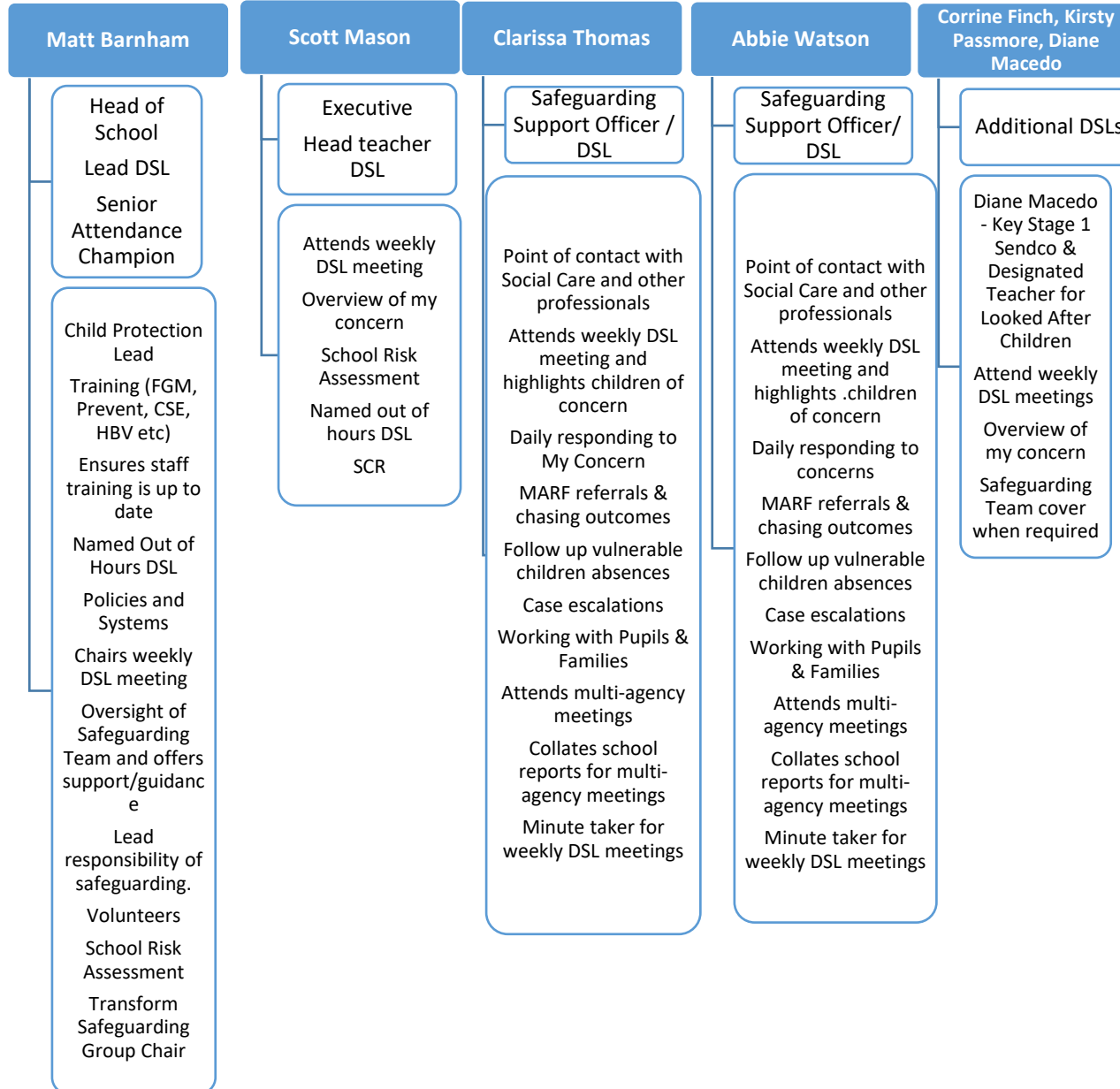


SAFEGUARDING AT ROSSLYN PARK PRIMARY AND NURSERY SCHOOL

Intent: Safeguarding is everyone’s business. We are committed to promoting the safety and welfare, both physical and emotional, of all our children and adults. Our intent is to ensure that our safeguarding procedures and practice are exemplary at Rosslyn Park Primary and Nursery School and that everyone feels safe and supported.

Safeguarding Structure – Core DSL Team



Wider Safeguarding Team

Senior First Aiders: Korrie Riley, Nathan Smith

Site Security: Martin Soar

School Business Manager: Andy Mullahy

- Overview of Single Central Record
- Recruitment

Safeguarding Governor: Daniel Grice-Lloyd

- Termly Safeguarding Governor Visits

Place 2 Be School Project Manager:

Jess Williams

Emotional Literacy Support Assistant:

Joy Stark

SENDCOs: Sarah Bea, Di Macedo

Behaviour Lead: Kayleigh Brooks

Behaviour Mentors: Helena Page, Tanya Clifford

Attendance Champion: Korrie Riley



Monitoring – concerns, school procedure and practice:

Daily	<ul style="list-style-type: none"> Safeguarding officer/ DSL receives all concern notifications and reviews appropriate actions. Safeguarding officer/ DSL chairs morning Safeguarding meeting and each DSL is allocated cases and this is reviewed throughout the day. Safeguarding officer/ DSL chases open cases where referrals have been made/concerns shared with multi-agency professionals. Safeguarding officer/ DSL has oversight of all concerns and closes concerns when all actions complete and proforma recorded. DSL's within the immediate Safeguarding Team respond to daily concerns. DSL's within the immediate Safeguarding Team respond to attendance concerns for vulnerable children. Key staff informed where concerns are around particular children. DSL's send & retrieve confidential files and these are signed off by Lead DSL. 	<p style="text-align: center;">Visitors Electronic signing, ID checks Issued with Safeguarding Leaflet</p>	
Weekly	<ul style="list-style-type: none"> Briefing to all staff DSL meetings – to discuss and review chronologies of vulnerable children and agree follow up actions. DSL meetings are minuted to show actions and to ensure follow up and tasks are completed in a timely manner. Safeguarding team agree where appropriate any cases that need escalating/ Safeguarding officer escalates. Share in DSL meeting any confidential files received or leavers. Key staff informed where concerns are around particular children. Ensure communication with staff in staff briefing around any key themes/hot topics/staff refreshers. 		
Half-termly or termly	<ul style="list-style-type: none"> Staff training/briefings on specific themes e.g. FSM, CSE, etc Staff training briefings attendance is reviewed to ensure there is a 'mop-up' session. SCR and HR files sign-off by Lead DSL and Safeguarding Governor (termly). 	<p style="text-align: center;">Supply Staff Induction and verbal information in relation to school procedures for safeguarding</p>	
Annually	<ul style="list-style-type: none"> All staff refresh their basic safeguarding, child protection training through SSS Learning and in-house training S175 completed for Local Authority 		
Transform Trust	<ul style="list-style-type: none"> Half-termly desktop review of MyConcern Yearly Safeguarding Review 	Trust Advanced DSL: Claire Mckendrick	