

How Finchale Helps our School Community Stay Safe

Our Staff ensure safeguarding is a priority through:

Staff Training

All potential staff undergo a successful DBS check before they can be appointed. In addition, staff:

- Understand that safeguarding is everyone's business.
- Complete Level 1 Safeguarding training within the first half term of appointment.
- Complete Prevent training within the first half term of appointment.
- Undertake Safeguarding training annually.
- Ensure they read Part 1 of Keeping Children Safe in Education (KCSiE) when it is updated annually.
- Participate in relevant training regarding safeguarding and Prevent as appropriate.
- Participate in INSET, staff meetings and staff briefings which include safeguarding updates.
- Read safeguarding updates provided by DSLs.
- Teachers undertake CPOMs training and updates to ensure information added to CPOMs can be completed appropriately and in a timely fashion.

Reporting and Recording

- New staff will be supported to use CPOMs (our online recording system) effectively.
- Staff will record any issues causing concern on CPOMs in a timely manner.
- Staff will report any concerns re Female Genital Mutilation (FGM) to the police themselves.
- Staff will report any concerns to a designated safeguarding lead (DSG) in line with school policy.
- All records will be factual and not contain opinion.
- Staff will share concerns with parents in line with school policy.

**SAFEGUARDING IS
EVERYONE'S BUSINESS**

Designated Safeguarding Leads

Our school has 3 trained DSLs and they

- Understand that safeguarding is everyone's business.
- Have undertaken, Level 1 & Level 2 Safeguarding training, Prevent training and Safer Recruitment training.
- Contribute to the Annual Safeguarding Audit.
- Meet each month with the Safeguarding Governor to update training, review policies, share relevant information and ensure the Single Central Record (SCR) is up to date and accurate.
- Contribute to safeguarding training for other staff and governors.
- Provide appropriate safeguarding support to staff.
- Report concerns and carry out referrals as appropriate.
- Promote a climate of safeguarding throughout the school.

Clear Communication

Our school shares safeguarding updates regularly with staff through:

- Staff Meetings.
- Friday morning briefings.
- Regular updates on the weekly diary.
- Sharing training slides from safeguarding and Prevent training as appropriate to further skills, knowledge and understanding.
- Sharing information as appropriate through CPOMs.
- Regular reminders that safeguarding is everyone's business.