

APPENDIX B

Individual Academy Specific Details and Information	
Name of Academy	Isham C E Primary School

This Policy was shared with the Academy Governance Committee (AGC) on:		
Chair of Governors	Name: Liz Lovett	
	Signature:	
	Date:	
Executive Headteacher And DDSL	Name: Kirstin Howarth	
	Signature:	
	Date:	
Designated Safeguarding Lead (DSL) and Deputy/s (DDSL)	Name: Becky Hawke	
	Signature:	
	Date:	
	Name: Helen Hughes	
	Signature:	
Designated Teacher for Looked After and Previously Looked After Children	Name: Kirstin Howarth	
	Signature:	
	Date:	

Relevant paragraph in policy	Page number
Early Help Advice and Assessment	<i>page 4</i>
<p>Our Academy's local EHCO is: Debra Barlett</p> <p>DBartlett@childrenfirstnorthamptonshire.co.uk</p> <p>Telephone 0300 126 1000 option 1 then option 2</p>	
Introduction	<i>page 8 – 2.1</i>
<p>Process for recording of concerns</p> <p>At Isham C E Primary School we record our concerns on a blue form and pass it onto the DSL or DDSL (List of contacts displayed round school).</p>	
Safeguarding Commitment	<i>page 10 – 3.1</i>
<p>Pupil voice</p> <p>Isham C E Primary provides Early Help within school through Wishes and Feelings, Drawing and Talking and Protective Behaviours.</p>	
Safeguarding in the curriculum	<i>page 11 – 3.3</i>
<p>At Isham C E Primary safeguarding is taught through PSHE. Specific assemblies are arranged throughout the year by NSPCC and other agencies.</p>	
Roles and Responsibilities Academy Governance Committee	<i>page 13 and 14 – 4.2</i>
<p>Training – staff and volunteers working with children (<i>page 13</i>)</p> <p>At Isham C E Primary School, all staff and Governors attend a Safeguarding training session in September, in addition to attending any other training. All volunteers are given an information leaflet and made aware of the procedures for reporting any concerns.</p> <p>The safeguarding governor attends a review meeting each term.</p>	

Filtering and monitoring systems to monitor staff and pupil internet usage (page 14)	
At Isham C E Primary School we are currently changing our provider so that we receive weekly IT reports that will be monitored by the Head of School and the online safety lead. The files are stored safely and actioned when necessary.	
Teaching safeguarding, including online safety, through teaching and learning opportunities and a broad, balanced curriculum (page 14)	
At Isham C E Primary School, the children receive online safety training every term through ICT schemes and specific sites. We access all the online safety materials. Online safety is also taught through PSHE and assemblies. Safety advice for staff, pupils and parents is available on our school website.	
Records, Monitoring and Transfer	<i>page 17</i>
Process for recording concerns (5.1)	
At Isham C E Primary School the process is as stated above under – ‘Recording of Concerns’.	
(5.3) All records of concerns are kept in individual files a secure locked cupboard, accessible to DSLs only	
Review of child protection cases – meetings (5.4)	
At Isham C E Primary School we keep all notes from child protection meetings in individual files in a secure locked cupboard, accessible to DSLs only	
Disclosure	<i>page 19</i>
Process for recording concerns (6.2)	
At Isham C E Primary School the process is as stated above under – ‘Recording of Concerns’	
Designated Teacher for LAC/previously LAC and training (6.3)	
The current Designated Teacher is as stated on the first page of this Appendix B	
Peer-On-Peer Abuse	<i>page 20 – 6.5</i>
Minimising peer-on-peer abuse (page 22)	
At Isham C E Primary School we highlight peer-on-peer abuse through the teaching of PSHE IT and specific assemblies	

Other Relevant Policies	<i>page 24 – 8.1</i>
<ul style="list-style-type: none"> • The Health & Safety Policy (which covers; Visitors, First Aid, Trips, Visits and Risk Assessments) • The Staff Code of Conduct; • The Behaviour Policy; • The Equality Duty; • The Anti-Bullying Policy (including Cyberbullying); • The Inclusion & SEND Policy; • The Supporting Pupils with Medical Conditions Policy; • The Relationships and Sex Education Policy; • The Attendance Policy; • The Whistleblowing Policy; • The British Values and Prevention of Radicalisation and Extremism Policy; • The Acceptable Use Policy; • The Critical Incident Policy / Procedures. 	
Preventing Radicalisation and Extremism	<i>Appendix A2</i>
<p>Our school currently assesses our risk to be LOW (Further detail about this assessment can be found in the Trust’s ‘Preventing Radicalisation and Extremism’ Policy). All staff receive formal training every two years</p>	
<p>IT Policies (<i>pages 37 and 38</i>)</p> <p>At our school the Online Safety Lead maintains documentation to support the monitoring process and actions as required. Staff have been made aware during in-house training of the dangers of online activity by terrorist and extremist groups and know how to report any concerns to the Online Safety Lead and DSL</p>	
Procedure To Follow in Cases Of Possible, Alleged Or Suspected Abuse, Or Serious Cause For Concern About A Pupil	<i>Appendix A3</i>
<p>Individual Staff / Volunteers / Other Adults – main procedural steps (B) Recording Disclosures (<i>B1 - page 48</i>)</p> <p>At Isham C E Primary School – Procedures for ‘Recording of Concerns’ are displayed on the safeguarding boards and need to be recorded on a blue form</p>	

Designated Safeguarding Lead – Main Procedural Steps (C1 page - 48)

The DSL will discuss issues with the DDSL and a joint decision will be made about subsequent actions. These could be:

Monitoring the case

A meeting with the parent/s

A meeting with the child

A phonecall to Safeguarding for advice

A phonecall to 101

A referral to Safeguarding

A decision will then be made regarding support for the child and/or the family

STAFF TRAINING RELATED TO SAFEGUARDING

Training	Date of Training	Training Provider
Designated Safeguarding Lead	March 2018	Lesley Pollard
Deputy Designated Safeguarding Lead	September 2019 September 2019	Lesley Pollard
Designated Teacher for LAC and previously LAC	TBC	
Governor Training	Annually – September 2019	Kirstin Howarth
Academy Awareness Raising	Annually – September 2019	Kirstin Howarth
Other Relevant training	Stored in Main Safeguarding File	