



## Governor Visit Record 2019-2022

<b>Name of Governor</b>	<b>Connor Acton</b>	
<b>Date and Time of visit</b>	<b>4<sup>th</sup> March 2021</b>	
<b>Purpose of visit</b>	<b>Safeguarding visit with Mr G Godwin, Senior Deputy Headteacher/Senior DSL</b>	
<b>Links with the Campus Improvement Plan (CIP)</b> (How does the visit relate to a priority in the Campus Improvement Plan <i>e.g. closing the gap for disadvantaged students, developing curriculum partnership 11-16, embedding effective feedback and follow-up, improving rewards</i> )		
<p><b>Governor challenge - observations and comments about the visit</b></p> <p>E.g. How long did the visit last? What did you observe? What did you learn? What good practice was seen? What would you like clarified? (see policy for example questions – Appendix B)</p> <p>I met with Greg Godwin (Deputy Headteacher – Behaviour and Safeguarding) to audit and discuss all elements of the school safeguarding procedures.</p> <p>In summary:</p> <p>Prior to my visit I used best practise website audit information I checked the website before my visit and believe it to be compliant with all safeguarding guidance – all policies are uploaded and up to date including COVID addendums.</p> <p>My discussion with Greg covered the following topics:</p> <ol style="list-style-type: none"> <li>1. Safeguarding incidents in the school remain in line with previous years, the impact of COVID has seen a slight shift in some of the incidents observed.</li> <li>2. Staff training on safeguarding, and linked CPD, have all taken place and a regular scheme of short burst training on contextual issues is regularly undertaken through briefings etc. Radicalisation, FGM, Sexual Abuse/Peer on Peer Abuse and Bullying have all been covered as part of this process with staff. All staff training is also monitored through the Single Central Record.</li> <li>3. Local risks/contextual safeguarding concerns are continually monitored and the school has a good relationship with local police staff, the local authority safeguarding team and development officers.</li> <li>4. Governor safeguarding training has been undertaken with all new governors and existing governors remain informed and up to date on their responsibilities with regard to safeguarding.</li> <li>5. The school utilises a large number of Designated Safeguarding Lead trained staff with much of the pastoral team operating as deputy-DSLs. The clerk to governors has also undertaken DSL training.</li> </ol>		

6. The LAC designated teacher in the school is Michelle Tointon, SENDCO.
7. Signage is visibly evident across the campus, making it clear who Designated Safeguarding Leads are. Signage for staff has been strategically located to list the contact details for the Chair of Trustees for any staff who have safeguarding concerns.
8. Greg discussed how the school keeps records of safeguarding incidents and showed both physical files (locked in a separate room within the DSLs locked office) and CPOMS electronic reporting – over time the goal will be for CPOMS to be the only method of safeguarding record keeping but this is currently in transition.
9. Greg confirmed that the Single Central Record had been externally audited and the documents produced by the auditors show the SCR to be compliant – moves have been made to ensure the SCR also fits best practise with changes such as the record of training being included.
10. There has been an increase in students presenting with mental health/wellbeing needs which is being closely monitored as part of safeguarding procedures and efforts are being undertaken to increase the wellbeing offer provided by the school to meet this need alongside ensuring that, where applicable, this is covered within the curriculum. There has also been a rise in Operation Encompass calls from the police, largely believed to be due to the increased time spent at home as a result of the lockdowns.
11. Pupil Voice is regularly carried out with questions around safeguarding included – this covers things like the physical safety/security of the campus alongside safeguarding issues from peers. Student leaders have also completed work in this area.
12. Reasonable force is discussed within the school's behaviour/safeguarding policies and staff are trained to use this as required. Appropriate documentation is filled in, in the event of restraint being utilised and parents are informed.
13. Safeguarding issues related to attendance are closely monitored and the school ensures that the LA monthly return is completed in a timely manner. The DSL meets with the attendance staff on a weekly basis to ensure that attendance issues which may become safeguarding issues are swiftly addressed. Where students have not been seen the school will attempt to make telephone contact and, if not possible, perform home visits. If a student is not present in school by 9:30am, absence texts are sent home daily.
14. The Business Manager and the DSL meet regularly to ensure the physical safety of the campus and ensure that safeguarding is discussed as part of the school's operational development. Discussions are in place around the physical security and fencing of the site, as an example of this.
15. Designated staff are trained to dispense medication and provide for students with additional needs, including toileting. There is clear guidance on who can undertake these acts and for which students they apply.
16. Security of the school is regularly reviewed – this includes CCTV and GDPR which fall under the remit of the school's Data Protection Officer. If CCTV is viewed there is a clear procedure for recording the reasons for this.
17. Fire safety testing/procedures are regularly undertaken with a 'walkout' once per term to ensure staff and students are aware of procedures. Key staff are trained as fire marshalls to ensure safe exit from the building.
18. Staff are clear who they should discuss issues with and the school's whistleblowing policy is clearly signposted in relevant training and through signage in the building.

Overall, I was impressed with the school's safeguarding procedures and I am comfortable that they are fit for purpose and regularly reviewed. Greg was able to answer all of the questions presented to him by myself without having sight of the questions beforehand.

**Any key issues arising for the Governing Body**

e.g. The way resources are allocated, the way the school communicates, progress in implementing a key policy

After this visit Will Teece (Headteacher) and I discussed the school's response to the 'Everyone's Invited' sexual abuse/assault/behaviours website and the safeguarding review in place across the country. I am also confident that the school is clear on how to respond to issues of this nature, but the governing body should have a level of awareness of incidents of this nature and a key line of questioning in governor visits related to this area will be to ensure that the school continues to treat these incidents with the utmost importance.

**Follow up action**

Record any action agreed by the Governing Body with regard to this visit.

I believe the governing body should receive an update at a Trustee's meeting on how the school deals with sexual abuse/assault to give all Trustees the feeling of security that issues are dealt with in the appropriate manner.

**Forward to:** Headteacher for checking as draft. Will then be circulated to governors by Elaine Freeman  
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