

Allocation Name: Manchester S175 Safeguarding Self Evaluation Form: St Ambrose Primary School

Groups: St Ambrose Primary School

Exported on 23-Nov-2021 12:01

Progress: 100%

Score: 100%

Status: Complete

Grade: Fully Met in every aspect

Start Date: 23-Jun-2021

Deadline Date: 08-Nov-2019

All Dates and Times (UTC+00:00) Dublin, Edinburgh, Lisbon, London

	Title	Progress	Status	Score	Grade
1	Leadership and Management	100%	Complete	100%	Fully Met in every aspect
1.1	Do Governors and School Leaders promote British Values across all policies and procedures in school?		Complete	0%	Not Scored
1.2	Do Governors and School Leaders demonstrate a commitment to an inclusive school ethos where specific consideration is given to children with SEN, disabilities, LAC, previously LAC, LGBT+ pupils and any other vulnerable group in the development of policies		Complete	100%	Fully Met in every aspect
1.3	Does the regular monitoring of safeguarding practice inform and contribute to the development and improvement of whole school practice?		Complete	100%	Fully Met in every aspect
1.4	Is there an awareness of new statutory guidance and legislation, and are policies updated accordingly?		Complete	100%	Fully Met in every aspect
1.5	Are lessons learnt from incidents and concerns occurring both in school and the wider context and are they incorporated into policy to improve practice?		Complete	100%	Fully Met in every aspect
1.6	Does the Head/Principal have oversight of individual safeguarding files (paper or electronic) to ensure that practice is effective and impacts positively on pupils' safety?		Complete	100%	Fully Met in every aspect
1.7	Does the Head/Principal have oversight of the school's contributions to multi-agency meetings (such as reports for conference and core group agendas) and the referral process to Children's Services to quality assure information made available to others?		Complete	100%	Fully Met in every aspect
1.8	Has the school a named Designated Safeguarding Lead who is a member of the Senior Leadership Team with an appropriate job description?		Complete	100%	Fully Met in every aspect
1.9	Does the named DSL have sufficient time to undertake the role, receive supervision (by the Head/Principal or external provider) and is always available during term time?		Complete	100%	Fully Met in every aspect
1.10	Is the DSL supported to make arrangements to attend child protection conferences, core groups and strategy meetings during school holidays, including time off in lieu, if appropriate?		Complete	100%	Fully Met in every aspect
1.11	Is there a named Designated Teacher for LAC and post LAC who has received appropriate training and promotes the educational achievement of children who are looked after or previously looked after?		Complete	100%	Fully Met in every aspect
1.12	Are there named Governors responsible for Prevent and Safeguarding? (These may be the same person)		Complete	100%	Fully Met in every aspect
1.13	Is Safeguarding a standing item on your Governing Body agenda?		Complete	100%	Fully Met in every aspect
2	Child Protection/Safeguarding Policy and Procedures and Related Policies	100%	Complete	100%	Fully Met in every aspect
2.1	Do you have a Child Protection/Safeguarding Policy which is regularly updated to take account of all new relevant legislation/statutory guidance and is reviewed annually by the Governing Body?		Complete	100%	Fully Met in every aspect
2.2	Does the Child Protection/Safeguarding Policy reflect local policy and procedures, including LA and Safeguarding Partnership agreed inter-agency procedures and guidance		Complete	100%	Fully Met in every aspect
2.3	Does the Child Protection/Safeguarding Policy reflect specific local priorities?		Complete	0%	Not Scored
2.4	Are the following areas covered in your Child Protection / Safeguarding Policy?		Complete	0%	Not Scored

	Title	Progress	Status	Score	Grade
2.5	Does the school fulfill the Prevent Duty in all areas - staff training, building pupil's resilience to radicalisation, leadership and management and risk assessment?		Complete	100%	Fully Met in every aspect
2.6	Are all teachers aware of and confident to carry out mandatory reporting of FGM and do they know the groups who are at risk?		Complete	100%	Fully Met in every aspect
2.7	Does the school have an E-Safety Policy which is aligned with national and regional policies and an Acceptable User Policy that covers use of all IT equipment and use of social networking sites?		Complete	100%	Fully Met in every aspect
2.8	Does the school have an Anti-bullying Policy that is consistent with current anti-bullying guidance and is known to all staff, pupils and parents?		Complete	100%	Fully Met in every aspect
2.9	Does the school have a Behaviour Policy which demonstrates that staff understand that poor behaviour may be a sign that a child is suffering harm or have been traumatised by abuse?		Complete	100%	Fully Met in every aspect
2.10	Does your Behaviour Policy cross reference other relevant policies including E-safety?		Complete	100%	Fully Met in every aspect
2.11	Do you have a Code of Conduct or Staff Behaviour Policy which all staff and volunteers are aware of?		Complete	100%	Fully Met in every aspect
2.12	Do you have a Whistle-Blowing Policy which all staff and volunteers are aware of?		Complete	100%	Fully Met in every aspect
2.13	Does the school have a Reasonable Force/Physical Handling Policy (or subsection covering this area in a wider policy) which states that reasonable force, including restraint, is only to be used in strict accordance with the legislative framework and...		Complete	100%	Fully Met in every aspect
2.14	How can you evidence that Safeguarding Policies and procedures are known to everyone working in or visiting the school including supply staff, Governing Body and parents?		Complete	100%	Fully Met in every aspect
2.15	Have safeguarding and related policies been developed in consultation with a wide range of stakeholders?		Complete	100%	Fully Met in every aspect
3	Training	100%	Complete	100%	Fully Met in every aspect
3.1	Have all staff, including new starters, read at least Part One of KCSIE 2020, understood the document and confirmed this is so?		Complete	100%	Fully Met in every aspect
3.2	Does the DSL take time to ensure that their knowledge on safeguarding policy and practice is kept up to date and do they disseminate information appropriately to other staff?		Complete	100%	Fully Met in every aspect
3.3	Do all new starters receive an induction on or before their first day which includes the school's Safeguarding Policies and procedures, how to share information and how to act in the best interests of the child?		Complete	100%	Fully Met in every aspect
3.4	Are all staff aware of the document 'what to do if you are worried about a child' and are you confident they will respond appropriately in this situation?		Complete	100%	Fully Met in every aspect
3.5	Are all staff aware that a Child Missing Education is a potential indicator of abuse or neglect and do they know the procedures in place to deal with this relevant to their role?		Complete	100%	Fully Met in every aspect
3.6	Can you evidence that all staff are aware of the Early Help process and understand their role within it?		Complete	100%	Fully Met in every aspect

	Title	Progress	Status	Score	Grade
3.7	Can you evidence that all staff recognise the link between children engaging in harmful behaviours such as substance misuse or sexting, and wider safeguarding issues and that they know how to support pupils who are at risk?		Complete	0%	Not Scored
3.8	Do you have a planned training cycle based on identified gaps and local developments and is there flexibility in the plan to incorporate urgent community matters?		Complete	0%	Not Scored
3.9	Does the school hold a record of all the training attended by staff, including new starters, which monitors take up and absence and identifies gaps?		Complete	0%	Not Scored
3.10	Have you identified training needs for the following academic year (2021-22), and if so, what are they?		Complete	0%	Not Scored
3.11	Have the SLT undertaken any of the following training opportunities in 2020-21?		Complete	0%	Not Scored
3.12	Have the DSL and DDSL undertaken any of the following training opportunities in 2020-21?		Complete	0%	Not Scored
3.13	Have the teaching staff undertaken any of the following training opportunities in 2020-21?		Complete	0%	Not Scored
3.14	Have the non-teaching staff undertaken any of the following training opportunities in 2020-21?		Complete	0%	Not Scored
3.15	Have the appropriate Governors undertaken any of the following training opportunities in 2020-21?		Complete	0%	Not Scored
3.16	Who provides your training and what informs your choice of provider?		Complete	0%	Not Scored
3.17	How do you monitor the impact of training to secure improved practice?		Complete	0%	Not Scored
4	Case Management, Record Keeping and Multi-Agency Working	100%	Complete	100%	Fully Met in every aspect
4.1	Can you evidence that there is a clear and accurate recording system in place?		Complete	100%	Fully Met in every aspect
4.2	Can you evidence that all concerns, discussions, decisions made, actions taken and the reasons for those decisions are recorded?		Complete	100%	Fully Met in every aspect
4.3	Are individual files established once welfare concerns are recognised and each file has a chronology at the front?		Complete	100%	Fully Met in every aspect
4.4	Are files stored confidentially, either in locked storage or on a secure electronic system?		Complete	100%	Fully Met in every aspect
4.5	Do you record decisions about information sharing and are these decisions in line with latest Government guidance?		Complete	100%	Fully Met in every aspect
4.6	Does the school attend and effectively contribute to local child protection inter agency processes, including multi agency meetings?		Complete	100%	Fully Met in every aspect
4.7	Can you evidence preparation for meetings including requests for information made to the relevant staff or department and the capturing of the voice of the child?		Complete	100%	Fully Met in every aspect
4.8	Where plans (CIN or CP) are in place, does the school play a full part in the service plan to reduce the risk of harm?		Complete	0%	Not Scored

Title	Progress	Status	Score	Grade
4.9	Are original safeguarding/child protection files (separate to academic files) transferred to the new school when a child transfers and is a signed receipt (or electronic equivalent) returned to you from the new school?	Complete	100%	Fully Met in every aspect
4.10	Do you observe the relevant retention schedule for safeguarding/child protection files?	Complete	0%	Not Scored
4.11	Are you confident the DSL considers if it is appropriate to share any additional information in advance with a new school?	Complete	0%	Not Scored
4.12	Where there are concerns about a child, do the trusted and/or key staff take timely and appropriate action offering extra help and closely monitoring where a child may be suffering or likely to suffer harm whilst respecting professional boundaries?	Complete	100%	Fully Met in every aspect
4.13	Is there evidence that staff understand the differences between a 'concern' and 'immediate danger or risk of harm' and the actions that should follow each?	Complete	100%	Fully Met in every aspect
4.14	Does the school work in partnership with parents and carers and keeps them informed of concerns, unless to do so would increase the risk or harm or abuse for the child?	Complete	100%	Fully Met in every aspect
4.15	Do all staff have good knowledge and understanding of the wider safeguarding system which allows them to make or contribute to appropriate referrals?	Complete	100%	Fully Met in every aspect
4.16	Prior to making a referral, do you access multi agency advice and guidance?	Complete	0%	Not Scored
4.17	How many referrals have been made to Children's Services 2020-21 and how many led to further action from social care?	Complete	0%	Not Scored
4.18	How many EHAs have been initiated and registered 2020-21?	Complete	0%	Not Scored
4.19	Have all staff been made aware that if a child has a social worker, it is an indication that the child is more at risk than most pupils?	Complete	100%	Fully Met in every aspect
4.20	Do all staff understand the issues around consent when sharing information and know when consent is not required?	Complete	100%	Fully Met in every aspect
4.21	Where a pupils/student has an individual safety plan regarding mental health and wellbeing, such as those devised to support self-harm, are staff able to monitor and manage their implementation?	Complete	0%	Not Scored
4.22	Where a pupils/student has an individual safety plan regarding behaviour and safety, are staff able to monitor and manage their implementation?	Complete	0%	Not Scored
4.23	Do recording systems clearly reflect the which staff in which roles are responsible for taking actions, monitoring and reporting outcomes, especially if the safeguarding team has multiple members?	Complete	100%	Fully Met in every aspect
5	Curriculum, Pupil Behaviour and Emotional Health and Well-being	100%	Complete	97%
5.1	How can you evidence that the curriculum and teaching at your school raises pupils' awareness of their own safety and protection and encourages the responsibility to support and protect others?	Complete	100%	Fully Met in every aspect
5.2	How do you ensure that your school is a safe space where children and young people can ask questions and express their views and staff are confident to challenge if they are extreme in any way?	Complete	100%	Fully Met in every aspect

	Title	Progress	Status	Score	Grade
5.3	Are British Values embedded as part of the whole school ethos and used to support pupils to build resilience to radicalisation, discuss controversial issues and understand how to influence and participate in decision making?		Complete	100%	Fully Met in every aspect
5.4	Do you teach and promote respectful, safe and healthy relationships for maintenance both in and out of school?		Complete	100%	Fully Met in every aspect
5.5	Is information about individual pupils co-ordinated so that safeguarding or child protection concerns are correlated with behaviour, SEND, LAC, exclusion and attendance issues? And how does this package of information influence decisions made about...		Complete	100%	Fully Met in every aspect
5.6	Does your school usually take part in the annual 'Health Check' run by Healthy Schools (or an equivalent review of PSHE) and use the outcomes of this to develop actions to improve safeguarding across the school?		Complete	0%	Not Scored
5.7	How can you evidence that you are able to support staff and pupils in the event of a critical incident which affects safety and well-being and are you aware of the external support which is available in these circumstances?		Complete	100%	Fully Met in every aspect
5.8	How do you know your pupils feel safe and are able to report if they do not?		Complete	100%	Fully Met in every aspect
5.9	Do all staff have a clear understanding of how to support and promote mental health and wellbeing as presented in 'Mental Health and Behaviour in Schools' (Nov 18), and is this reflected in the whole school approach to mental health and wellbeing?		Complete	74%	Almost Met
5.10	Have staff attended Wellbeing for Education Return training or accessed Healthy Schools mental health and wellbeing training and resources or received the MThrive package?		Complete	100%	Fully Met in every aspect
5.11	Do you have a named Mental Health Lead who has received training to enable them to fulfil their role effectively and are they fully aware of the Anxiety Based School Avoidance document (updated June 2021)?		Complete	100%	Fully Met in every aspect
6	E-Safety	100%	Complete	100%	Fully Met in every aspect
6.1	How can you evidence that staff understand the risks associated with using technology, including social media, bullying, grooming, exploiting, radicalising or abusing children or learners?		Complete	100%	Fully Met in every aspect
6.2	Does your school teach well-developed strategies to keep children and learners safe online and support them to develop their own understanding of the risks and how to keep themselves and others safe?		Complete	100%	Fully Met in every aspect
6.3	As a leader, how can you evidence that pupils use technology safely in school, including on their own hardware and can you take action immediately if there is a concern or alert?		Complete	100%	Fully Met in every aspect
6.4	Is there clear guidance for staff about the use of school equipment, personal equipment and personal data?		Complete	100%	Fully Met in every aspect
6.5	Does your school website have internet safety links to support and inform parents and carers and do they know who to contact if they are worried about e-safety issues?		Complete	100%	Fully Met in every aspect
6.6	Do you have an identified Data Officer?		Complete	100%	Fully Met in every aspect
6.7	Are all staff aware of their responsibilities when using social media and know the consequences of inappropriate use?		Complete	100%	Fully Met in every aspect

	Title	Progress	Status	Score	Grade
6.8	Have you a clear process in place, understood by all staff, enabling swift and effective response to online bullying and harassment both in and out of school?		Complete	0%	Not Scored
7	Safer Recruitment	100%	Complete	100%	Fully Met in every aspect
7.1	Can you evidence which of the following you have regard to which enables the school to have a safe culture?		Complete	0%	Not Scored
7.2	Have recruitment and selection processes been reviewed and found to be fully compliant with MSP and DfE guidance? Do governors monitor the school's compliance?		Complete	100%	Fully Met in every aspect
7.3	Do all interview panels included a member who has completed Safer Recruitment training within the last three years?		Complete	100%	Fully Met in every aspect
7.4	Do all job advertisements and related documentation contain a safeguarding statement and do job descriptions include a safeguarding responsibility?		Complete	100%	Fully Met in every aspect
7.5	Do you reinforce a strong safeguarding ethos by providing applicants with a pack containing the following?		Complete	0%	Not Scored
7.6	Are all interviews conducted face to face?		Complete	100%	Fully Met in every aspect
7.7	Do you request references, including from the most recent employer, prior to interview?		Complete	100%	Fully Met in every aspect
7.8	Is any missing or vague information followed up during the interview, or with the referee?		Complete	100%	Fully Met in every aspect
7.9	Do reference requests require information about the person's suitability to work with children/young people, any disciplinary warnings relating to the safeguarding of children and young people and the candidate's suitability for the post?		Complete	100%	Fully Met in every aspect
7.10	Does the Single Central Record store the following pre-employment checks?		Complete	0%	Not Scored
7.11	Are enhanced DBS checks carried out for staff, governors and regular volunteers in line with current statutory requirements and has the original been seen?		Complete	100%	Fully Met in every aspect
7.12	If staff from a third party or agency are employed, do you ensure that the organisation has carried out the required statutory checks?		Complete	100%	Fully Met in every aspect
7.13	Are appropriate checks carried out on people appointed to management positions in independent schools to ensure they are not prohibited by the Secretary of State?		Not Applicable	0%	Not Applicable
7.14	Are there clear risk assessments in place which support decision making about whether staff are working in a supervised capacity (non-regulated) or unsupervised/regulated activity?		Complete	100%	Fully Met in every aspect
7.15	Post employment, is the school committed to using disciplinary procedures that deal effectively with staff who fail to comply with the school's safeguarding and child protection procedures and practices and appropriate bodies are contacted?		Complete	100%	Fully Met in every aspect
8	Managing Allegations	100%	Complete	100%	Fully Met in every aspect
8.1	How can you evidence that all members of staff are aware of the procedure for responding to and managing allegations against staff and that they know how to report any concerns they have?		Complete	100%	Fully Met in every aspect

Title	Progress	Status	Score	Grade
8.2	Are you confident that all members of staff know the appropriate pathways for reporting concerns...	Complete	100%	Fully Met in every aspect
8.3	Are the head teacher and Chair of Governors clear about the threshold for DO intervention and understand at what point the DO should be involved?	Complete	100%	Fully Met in every aspect
8.4	Can you evidence appropriate management action where there have been concerns about the conduct of a member of staff that do not meet the DO threshold (or evidence that you have a procedure or plan should this happen)?	Complete	100%	Fully Met in every aspect
8.5	Where there have been allegations about an adult working at the school (including off-site and in commissioned provision) can you evidence that your procedure has been followed properly...	Complete	100%	Fully Met in every aspect
8.6	Do you have a procedure in place to make a referral to DBS if any member of staff in regulated activity has been dismissed or removed due to safeguarding concerns?	Complete	100%	Fully Met in every aspect
9	Safety On and Off Site	100%	Complete	Fully Met in every aspect
9.1	Can you evidence that senior managers are visible around the school and accessible to pupils, staff, families and visitors?	Complete	100%	Fully Met in every aspect
9.2	Do you make it clear to any visitors that the safety of staff will not be compromised by inappropriate behaviour or harassment and that such incidents will be reported to an appropriate body?	Complete	100%	Fully Met in every aspect
9.3	Do you have clearly defined and well understood risk assessments and procedures in place to cover activities on site, e.g playground equipment and off site, or venues and transport arrangements for educational visits or sporting events?	Complete	100%	Fully Met in every aspect
9.4	Are risk assessments and procedures in place to cover pupils attending alternative provision, especially around communication and information sharing (or are you aware of your responsibility for these should AP be commissioned in the future)?	Complete	100%	Fully Met in every aspect
9.5	Are risk assessments and procedures in place to ensure the safety of pupils out on work experience placements (or do you ensure they have been completed if pupils from another establishment undertake work experience at your school)?	Not Applicable	0%	Not Applicable
9.6	Do you make checks on all contractors, ensure ID checks are carried out and provide appropriate supervision?	Complete	100%	Fully Met in every aspect
9.7	Are there regular inspections of buildings and grounds by staff with responsibility for Health and Safety, senior leadership and Governors?	Complete	100%	Fully Met in every aspect
9.8	Do you have policies and procedures in place in case of critical events, including evacuation and lockdown procedures?	Complete	100%	Fully Met in every aspect
9.9	Do you update Covid-19 risk assessments for site safety as and when necessary?	Complete	0%	Not Scored
9.10	Have you completed contextual safeguarding or mapping activities to understand locations and spaces where pupils/students feel less safe or where recorded incidents have taken place?	Complete	100%	Fully Met in every aspect
9.11	Have pupils/students been consulted regarding any adjustments or re-assessments which need to be made to site safety in the light of a whole school approach to reducing the prevalence of sexual harassment and verbal abuse?	Complete	0%	Not Scored

	Title	Progress	Status	Score	Grade
9.12	Has due consideration been given to site and visitor safety when premises or parts of premises are let to non-school/college individuals or groups?		Complete	0%	Not Scored
10	Complex Safeguarding (Vulnerabilities)	100%	Complete	98%	Fully Met in every aspect
10.1	How can you demonstrate that your staff are aware of the potential indicators of CSE in children and young people?		Complete	100%	Fully Met in every aspect
10.2	Can you demonstrate your staff are aware of the factors in a child or young person's life that may increase vulnerability to CSE?		Complete	100%	Fully Met in every aspect
10.3	Can you demonstrate your staff are aware of the latest definition of CSE as defined in the February 2017 guidance?		Complete	100%	Fully Met in every aspect
10.4	What training and resources do you currently use when exploring CSE as a topic with children and young people and do you inform parents/carers of the risks and support for CSE?		Complete	100%	Fully Met in every aspect
10.5	What have you done to ensure your staff and community are aware of Child Criminal Exploitation (County Lines)?		Complete	100%	Fully Met in every aspect
10.6	Are your staff aware that carrying weapons, unexplained acquisition of money, clothes or phones, excessive phone use, unexplained injuries and decline in school performance are some of the indicators of CCE and know how to report concerns regarding these?		Complete	100%	Fully Met in every aspect
10.7	How aware are you of the gang culture in or around school and do you and your staff know how to respond to incidents relating to this?		Complete	100%	Fully Met in every aspect
10.8	Is there a procedure in place for responding to pupils who bring knives or weapons into school?		Complete	100%	Fully Met in every aspect
10.9	Do you include contextual safeguarding when developing a profile of individuals or group of pupils who have an identified vulnerability?		Complete	100%	Fully Met in every aspect
10.10	How do you consider a pupil's safeguarding vulnerabilities when making decisions about temporary or permanent exclusion?		Complete	100%	Fully Met in every aspect
10.11	Can you evidence how the school fulfils its Equality Duty to safeguarding pupils with protected characteristics?		Complete	100%	Fully Met in every aspect
10.12	Can you demonstrate that your staff know about the work of the complex safeguarding hub?		Complete	74%	Almost Met
10.13	Have school leaders and staff reflected on disproportionality as a driver behind complex safeguarding issues and taken appropriate steps to help address this?		Complete	100%	Fully Met in every aspect
11	Section 11	100%	Complete	0%	Not Scored
11.1	I can confirm that as headteacher I have reviewed this audit and I am happy with the submission		Complete	0%	Not Scored