



St. Mary's Church of England Primary School  
Safeguarding Action Plan 2020/21



Lead Person: Sheila Buckley      Key Role Governor: Ben Moir

Time frame	Lead Person/Others involved	Action required for:	Resources Finance Materials Training	Success Criteria/Impact
Autumn 1 2020	SB/ all staff and Governors	New updates to Keeping children safe in education shared in inset and governor meeting	N/A	Staff and Governors are aware of changes and duties. Part one read, signed and dated by all
Autumn 1	SB, AE, JG and KP	To meet monthly to discuss children being monitored on CPOMs	Meeting time	DSL and deputies aware of duties and rationales for children on monitoring list
Autumn 2020	SB	To ensure all key policies have been	N/A	All staff and Governors and

		shared with all staff/students and Governors. Updated KCSIE Sept. 2020 - overview of changes and updates to the policy shared		visitors read & understand at least chapter one of KCSIE 2020 and other key policies. Governors and leaders in the school to have read all of KCSIE September 2020. These are kept in a central location for all to access and read & sign to say read and understood. Overview of updates to KCSIE shared with staff, governors and cluster.
Autumn 2020	All staff	All staff to complete the updated PREVENT online training Educare SG/CP refresher	No cost	Everybody completed and fully understood the PREVENT agenda and protocol -certificates printed Educare course completed and certificates printed
Autumn 2020	Governors and staff	The Governing body are aware of local Safeguarding arrangements, this includes; an understanding of Local Safeguarding Procedures, and key guidance's, i.e. Threshold Document, Multi-Agency Dispute Resolution and Escalation Policy and the Information Sharing Guidance.	No cost	Staff and Governors are aware of SG arrangements and the provision for Early Help. HT report in LGC meeting Staff meeting
Autumn 2020	DSL deputies to complete audits for Surrey and Trust and attend network meetings	Audits filled in and sent to Surrey and Trust Rota for DSL meetings and feedback in monthly DSL internal meetings	DSL time	DSL team gather information and evidence. Key issues from network meetings discussed in internal meetings and information shared with staff in staff meetings and briefings as necessary

		mechanisms are in place to record any referred to SS		to inform Govs and effective monitoring by the governors
Autumn 2020	SB/Staff	The school has a Safeguarding Information Leaflet for pupils/parents/carers/visitors. Best practice is one developed with pupils & one which explains who is who in the school & safeguarding information for new pupils	No cost	SG leaflet for school community in place and shared to pupils/parents/governors and staff
Spring 2021	EH/Staff	To fully embed new SRE statutory curriculum through Jigsaw and other relevant resources and external support across the school	No cost (Jigsaw paid in previous budget)	Staff confident in delivering SRE and embedded from Reception to Year 6. Monitoring and feedback shows strong impact.
Autumn 2020 and ongoing	IT co-ordinator DSL	The school has an On-Line Safety Policy/Guidance which has been developed in consultation with a wide range of staff & pupils. Questionnaires & the pupil voice has been used ensuring there is a whole school ownership. The Policy is displayed on the school's website. It is evidenced that the policy is reviewed on an annual regular basis	IT co-ordinator and DSL time	On-line safety information updated to all school community On-line safety reviewed regularly Pupils and parents sent regular reminders and updates IT safety part of IT curriculum taught at the start of each IT unit
		to take into account new & specific Safeguarding concerns		

Summer 2021 and ongoing	DSL's	Share with staff DSL on duty each day - make laminates for staff room and resource room	No cost	Everyone, including supply or visitors aware of DSL on duty each day
September 2021	SENDCo	Look for appropriate training opportunity for designated teacher of LACs	No cost	SENDCo is up to date with practice and procedures to ensure appropriate support
September 2021	DSL	Look for appropriate training in adult mental health support	£200	Adequate support in school to help parents/staff deal with mental health issues
September 2021	Yr 6	Appoint student mental health ambassadors to join school council/eco groups	No cost	Pupils to lead and support work around children's positive mental health
September 2021	DSL	CPOMs training for all staff	No cost	Ensure all staff feel confident using and reporting on CPOMs
Summer 2021	DSL	Download chronology sheet for reports against adults from GVO, have centrally stored	No cost	Sheet at hand if required
Throughout the year	Andrew Hall weekly bulletins sent Weekly SLT meetings Monthly internal DSL meetings Monthly SCR checks Termly SG/CP audits completed and sent to Surrey and Trust Annual safeguarding face to face audit Follow up actions	To continue timetable of meetings, networks, audits and updates to all stakeholders regularly and when new updates given	Time to complete audits and attend meetings	Up to date with current training, audits