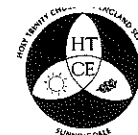


Holy Trinity CE Primary School
Believe • Achieve • Inspire •
Governor Visit Report



Name of Governor	Revd Jon Hutchinson & Dolapo Ogunbawo
Date of Visit	05 October, 2022
Agreed Focus for Visit (linked to SEF, SDP & Key priorities)	Safeguarding visit.
Name of Staff	Jo Griffith
HUGG shared? (if subject area)	n/a

Next Steps/follow up from previous monitoring

We looked through the Single Central Register (SCR) to confirm that all checks have taken place as necessary.

With the new KCSIE in mind, we reviewed the safeguarding audit with Jo who has requested and waiting for AFC to come and do a review of the audit with her.

Key Area in SDP: Monitoring Findings from this visit

We visit (on behalf of the Governing board) in order to be sure all safeguarding procedures are being followed and up to date and that the records are completed.

Secondly as governors to be aware of any safeguarding matters that, due to confidentiality shouldn't become more widely known and to be satisfied on the action being taken.

Actions used to identify findings

Revd. Jon and Dolapo reviewed the safeguarding audit and it was evident that safeguarding is taken seriously by everyone at school. With the exception of 3 on-going areas, every section in the audit has been actioned and is in green.

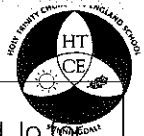
1. Amber RAG for the 2 governors yet to complete safeguarding induction training.
2. Amber Rag for staff refresher training to be provided by Senco on LAC/PLAC – there are currently 2 Previously Looked After Children (PLAC) in school .
3. Amber Rag for exploring the use of CPOMS. Jo will discuss in finance meeting as it has cost implications

We discussed the few gaps in the SCR with Jo who had worked on it in readiness for us to check. The few gaps include:

1. Gap in staff disqualification declaration was explained as discontinued from 2018
2. Gap where references are not in staff folder because they have been submitted many years ago to HR – no action required.
3. The gap for one staff for Teacher's number and NI – to be chased
4. Keeping previous years records as archive was also discussed and agreed.
5. Pending DBS renewals for some governors – ongoing.

What outcomes have been identified as a result of our visit

1. We are satisfied that all safeguarding procedures are being followed and up to date and that the records are completed.
2. To keep safeguarding fore-front in the minds of all staff Jo confirmed that safeguarding has been added to every agenda for staff meetings, to enable them think through everyday activities and be mindful of assessing risks that might arise as they go about their work on an everyday basis especially during transition and less structured periods making safeguarding a priority of all and for all times.
3. New outcome from KCSIE that the safeguarding policy of users of school premise/space must be requested and viewed is highlighted and will be monitored. (This to be noted on the SCR)
4. We also considered the current modes for reporting safeguarding concerns by pupils which included the use of worry boxes; circle times and talking to teachers and other adults about their concerns. We agreed that for the school, current practices seem adequate but we will keep under review the scope for reporting anonymously.
5. We had a look through the safeguarding in the curriculum document and we are satisfied with how the identified risks are plugged and catered for in different curriculum areas.

**Impact of this visit**

We can reassure our fellow Governors we are satisfied with procedure and practice and commend Jo for the clarity of her leadership on this topic and the work she is doing.

Aspects I would like clarified/Questions I have

The new safeguarding audit has been done and completed. Rev. Jon and Dolapo as governors responsible for safeguarding are happy with the completed audit but are keen to hear feedback from Clive's review. We will apply Clive's feedback constructively when we meet with Jo in the spring term. Revd. Jon and Dolapo are looking forward to continue working with Jo to ensure safeguarding remains a priority at Holy Trinity. We have put meeting dates in our diaries for spring and summer terms.

To be shared with the school staff and school Governing Board.

Signed:

(Governors)

Signed:

(Headteacher/Staff member)