Caldicott Safeguarding Practices

This document outlines the school's safeguarding practices and recent initiatives in the area of safeguarding and child welfare education. Many of our policies are available to view on the policies page.

Self-reflection
Many of the school's important policies and summary documents are regularly shared with other schools via the independent schools' Oxford Group as well as a sub-group of the Local Safeguarding Children's Board (LSCB):

- The safeguarding team is constantly reviewing safeguarding procedures and practices to make sure we constantly move forward and build the school's capacity to safeguard appropriately. These procedures are available upon request. Please contact the Designated Safeguarding Lead, Jonny Timms (Deputy Head, Pastoral).
- A new system has been developed and implemented for the monitoring of informal concerns and complaints to promote transparency and accountability.

Outreach
- Caldicott hosted a successful DSL Day in May 2017, in collaboration with the LADO and the LSCB, for independent schools within the area. Andrew Hall, a safeguarding consultant, led the day.
- In January 2019 Caldicott will host the BSA and IAPS prep schools' conference on safeguarding governance, safer recruitment, and safeguarding and child protection training.

Staff Training
- Safeguarding and child protection training
  - As of September 2017, all governors and members of staff will undertake Level 2 training in Safeguarding and Child Protection. Training is revised regularly in line with LSCB requirements and is completed through Educare.
  - Key members of the school's Senior Leadership Team, Boarding House staff, the Human Resources Manager and Senior Nurse are trained to Level 3 in Safeguarding and Child Protection.
  - Members of the School's Senior Leadership Team are also trained in Safer Recruitment.

- Safeguarding induction training
  - A best practice, in-house induction training strategy has been developed and implemented to train all staff on appointment in safe working and safeguarding. All staff now receive this training before or on their first day of work. All vetted volunteers also receive training in safeguarding before commencement of volunteering. E-safety training and anti-bullying is included in this training.

- Pastoral continuous professional development of staff
  - Annual training for the role of pastoral tutoring is currently being reviewed and enhanced by the Pastoral Committee.
  - A number of in-service training sessions have been delivered to all teaching staff and pastoral tutors in the last 12 months on the issues of: depression and mental health; self-harm; recognising and tackling homophobic language, attitudes and bullying; e-safety; child sexual exploitation.

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Pupil Education
- Caldicott has recently recruited a PSHEE Co-ordinator to develop, implement and monitor the provision of a "beacon" safeguarding education programme for boys through the school's PSHEE courses and assembly programme.
- The RAP Project was invited to speak to all members of the 6th Form (Year 8) on the subjects of: teenage relationships; the issue of consent; abusive relationships (including rape); the legalities and risks involved in sexting and viewing hard-core pornography.

Listening to pupils
- Supplementary to the Senior Tutor system, where boys meet with a pastoral tutor each day, boys also benefit from the school's counselling service.
- Appraisal systems have been developed to include feedback directly from boys on teachers, pastoral tutors and Boarding House staff.

Site Security and Pupil Safety
- Our safeguarding responsibilities inform our practices throughout staff and volunteer recruitment and selection processes. We work within the prevailing guidance provided by the Department for Education in "Keeping Children Safe in Education". At the recruitment stage we deter unsuitable applicants with stress on our Safeguarding and Child Protection practices; we require information on and verify full academic and employment history; we examine suitability for the role; we obtain and verify two references; we require a declaration about Criminal Record Checks and the Disclosure and Barring Service (DBS) Children's Barred List as well as a declaration of eligibility to work in the UK. We ensure that the candidates know that provision of any false information is an offence and could result in an application being rejected or summary dismissal if the applicant has been selected and also the possibility of referral to the police and/or the DBS. We carry out Enhanced DBS checks on all staff and volunteers. Until all checks have come back to our satisfaction, nobody is left alone with a child without appropriate supervision.
- A rolling programme has been implemented for renewing DBS checks every three years for all staff.
- The school's Single Central Register includes details of safeguarding training, risk assessments, etc.
- On-site security has been enhanced with the adoption of new visitor protocols.
- A leading-edge system for the monitoring, reporting and review of data on concussions has been developed and implemented since January 2017.
- A poster campaign (including intranet advertising) is to be introduced, led by the safeguarding team in collaboration with boys, to highlight the availability of support systems within, as well as outside school - school counsellors, tutors, DSL/Deputy DSL, ChildLine etc.

Record keeping
- From September 2018 MyConcern has improved our recording and management of concerns. It is hoped that it will also help with the Board's strategic oversight.
- As well as helping staff easily record and manage the increasing number of safeguarding concerns on any web-enabled device, saving significant admin time and providing peace of mind, MyConcern provides access to all of our safeguarding records whenever we need it, all in one place.
- MyConcern builds chronology automatically for all concerns, and allows the DSL to assign colour coded 'Levels of Need' for individual boys.
- It also provides powerful reporting tools to support early intervention, help identify trends and provides essential management information.

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