

## **Lincolnshire Safeguarding Children Partnership**

### **Safeguarding Compliance Checklist for Governors**

Section 175 of the Education Act 2002 places a statutory duty on Local Authorities and governing bodies of maintained schools to have arrangements in place to ensure that they safeguard and promote the welfare of children. Section 157 of the Act places the same responsibilities on Independent Schools and Academies. The governing body is accountable for ensuring that the school has effective policies and procedures in place in accordance with DfE guidance '[Keeping Children Safe in Education](#)'.

This checklist has been designed to support Governing Bodies, Directors and Head teachers to undertake a relatively quick check to ensure that the school is compliant with statutory guidance. Links to further guidance and training are embedded in the electronic copy of the checklist.

The following links have been provided to assist with your self-assessment:

[Keeping Children Safe in Education guidance, HM Government](#)

[LSCP Safer Recruitment guidance](#)

[LSCP training](#)

[LSCP "Managing Allegations of Abuse Made Against Persons who Work with Children and Young People"](#)

[Protocol on Sharing Information in Order to Safeguard and Promote the Welfare of Children](#)

[Prevent duty guidance for England, Scotland and Wales, HM Government](#)

[The Prevent duty: Departmental advice for schools and childcare providers, DfE](#)

[Promoting fundamental British values as part of SMSC in schools: Departmental advice for maintained schools, DfE](#)

[Sexual violence and sexual harassment between children in schools and colleges', DfE](#)

[Brook Traffic Light tool](#)

[Sex and relationship education guidance, HM Government](#)

[NSPCC PANTS materials for Primary Schools](#)

[Education inspection framework, Ofsted](#)

[PSHE curriculum guidance, HM Government](#)



Lincolnshire Safeguarding  
Children Partnership

## Safeguarding Compliance Checklist for Governors

Date of completion:

Person(s) undertaking the check:

|   | Compliant |    | If No, list actions | Date to be completed |
|---|-----------|----|---------------------|----------------------|
|   | Yes       | No |                     |                      |
| 1. The school has developed a safeguarding and child protection policy which is reviewed annually and conforms to statutory requirements and LSCP procedures. The policy is clearly dated, highlighting the timescale for review.   |           |    |                     |                      |
| 2. A copy of the safeguarding and child protection policy, alongside Part One (and Annex A) of Keeping Children Safe in Education guidance, a staff code of conduct, behaviour policy and the school's safeguarding response to children missing education are provided to all staff at induction.<br><br>Evidence of this induction is retained by the school. |           |    |                     |                      |
| 3. The policy is publicly available via the school or college website or by other means and parents are made aware of the school's statutory responsibilities in accordance with the policy.  |           |    |                     |                      |
| 4. Governor/Trustees have ensured that all staff have read Part One of Keeping Children Safe in Education guidance.<br>Those staff who work directly with children have also read AnnexA.   |           |    |                     |                      |
| 5. The Headteacher and at least one Governor have completed safer recruitment training.   |           |    |                     |                      |
| 6. The school compliant safer recruitment procedures identified in Keeping Children Safe in Education guidance and makes sure that all appropriate checks are carried out on new staff and volunteers who will work with children including   |           |    |                     |                      |

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| all relevant Disclosure & Barring Checks.  |  |  |  |  |
| 7. All safer recruitment checks are evidenced in the Single Central Record and this checked regularly for accuracy by Governors/Trustees.  |  |  |  |  |
| 8. Procedures are in place for dealing with allegations of abuse against members of staff and volunteers that comply with national and LSCP guidance.  |  |  |  |  |
| 9. A member of the governing board (usually the chair) has been nominated to be responsible for liaising with the LA and partner agencies in the event of an allegation of abuse being made against the Headteacher.   |  |  |  |  |
| 10. The school has developed a code of conduct for staff that clearly outlines the school's expectations in relation to the behaviour of all staff and volunteers.<br><br>This is provided to all staff and volunteers at induction.   |  |  |  |  |
| 11. Designated Safeguarding Lead (DSL): A senior member of the school's leadership team has been designated to take lead responsibility for dealing with child protection issues, to provide advice and support to staff and work with other agencies and they have received appropriate training to equip them to fulfill the role. The role is explicitly stated in the role holder's job description. |  |  |  |  |
| 12. There is an alternative person identified to fulfill the role in the DSL's absence and there is always cover for this role. The role is explicitly stated in the role holder's job description and they are trained to the same standard as the Lead DSL.  |  |  |  |  |
| 13. All other staff and governors have undertaken appropriate training about their role and responsibility and refresher training at the required  |  |  |  |  |

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| intervals.   |  |  |  |  |
| 14. The school keeps up to date records of all staff safeguarding training including levels of training and dates.   |  |  |  |  |
| 15. In addition to regular training all staff receive regular safeguarding updates to provide them with relevant skills and knowledge to safeguard children.   |  |  |  |  |
| 16. The Governors are assured the school are able to keep detailed, accurate, secure written records of safeguarding concerns and understand the importance of information sharing, both within the school and college, and with the three safeguarding partners, other agencies, organisations and practitioners.   |  |  |  |  |
| 17. That governors and all staff are aware that there is specific guidance on a range of safeguarding issues which they can access. Staff should be aware that behaviours linked to drug taking, alcohol abuse, truanting and sexting put children in danger. All staff should be aware safeguarding issues can manifest themselves via peer or peer abuse. Staff are clear as to the school's policy and procedures with regards to peer on peer abuse. |  |  |  |  |
| 18. The Designated Safeguarding Lead has received Prevent awareness training and the school has appropriate arrangements in place to prevent pupils being drawn into terrorism in line with the Prevent duty.  |  |  |  |  |
| 19. The school has appropriate arrangements in place to risk assess, implement appropriate interventions and support both the 'victim' and the   |  |  |  |  |

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| 'perpetrator.'   |  |  |  |  |
| 20. The Governing Body regularly receives a report outlining how the school is fulfilling the statutory requirements for safeguarding; these reports and any identified actions are clearly referenced in the minutes of meetings. |  |  |  |  |
| 21. The wider curriculum is broad and balanced including the teaching of British Values/Cultural Capital and safeguarding related themes.  |  |  |  |  |
| 22. The school ensures pupil's voice is heard and considered.  |  |  |  |  |