



Kingsholm C of E Primary School and Nursery

Safeguarding Governor Role Description

Purpose of the Role

Paragraph 80 of 'Keeping Children Safe in Education 2021' states:

'Governing bodies and proprietors should have a senior board level (or equivalent) lead to take leadership responsibility for their school's or college's safeguarding arrangements.'

Whilst the governing board retains collective responsibility for safeguarding, the safeguarding governor at Kingsholm will:

- Lead on the governing board's monitoring of safeguarding arrangements
- Act as the governing boards specialist on safeguarding and promote a strong safeguarding culture across the school and nursery

Safeguarding governor duties

1. Know and understand Kingsholm's safeguarding requirements, policies, and procedures

- Build a knowledge and understanding of the statutory guidance on safeguarding.
- Keep up to date on safeguarding issues, accessing training and sourcing information as appropriate (e.g., DfE, GCC, GSCP, NGA).
- Build a knowledge and understanding of the school's safeguarding policies and procedures and related policies (see below) and ensure these comply with best practice.

Safeguarding Policy	Behaviour Policy	Anti-Bullying Policy
Online safety Policy	Safeguarding Early Help Offer	Attendance Policy
Educational Visits	PSHE	SEND policy
Safer Recruitment	Children Looked After Policy	Exclusion Policy
Health and Safety Policy	Safe Working Practice	Staff Handbook

- Through formal termly monitoring visits and informal visits, with the school Designated Safeguarding Lead (DSL), Child and Family Support Manager, and the Designated Teacher for Children Looked After & Inclusion Assistant Headteacher build:
 - an understanding of Kingsholm's context and how this influences the approach to safeguarding and
 - how safeguarding policy and procedures are embedded throughout the school and curriculum and
 - how the school safeguards, supports, and champions Children Looked After

2. Monitor specific requirements

- Check that a senior member of staff has been appointed as the designated safeguarding lead (DSL) and that this role is incorporated into their job description.
- Check that appropriate arrangements are in place for the functions of the DSL to be carried out in their absence.
- Check that senior member of staff has been appointed as the designated teacher for looked after children (to be responsible for the educational achievement for children in care).
- Check inter-agency procedures are being followed where necessary.
- Check system is in place and working effectively to ensure that the school's Single

Central Record is administered correctly, is up-to-date and compliant with the requirements of statutory guidance 'Keeping Children Safe in Education'.

- Check the school recruitment policies and processes and make recommendations for approval by the governing board.
- Talk to pupils and staff both formally (e.g. via arranged visits or focus groups) and informally about how safe they feel at school and who they would go to in order to report any concerns.
- Check the school's Safeguarding Policy is available publicly on the school website
- Check that parents are aware that referrals about suspected abuse or neglect may be made and the school's role in this.
- Check that all staff understand the management of allegations process and who they should go to with any concerns.

3. Lead on the governance of safeguarding

- Liaise with chair, Headteacher and clerk to ensure the annual review of the safeguarding policy and other related policies (listed above).
- Liaise with the chair, Headteacher and clerk to ensure that safeguarding is fully reported to the board each term.
- Ensure the Section 175 safeguarding audit is shared with the board and report progress on subsequent action plan made addressing any concerns/new areas to address.
- Report to the board on meetings, visits and interactions with pupils and staff.

4. Monitor safeguarding training

- Check that the DSL and DDSL's receives formal safeguarding training at least every two years.
- Check that the designated teacher for looked after children receives appropriate and regular training every two years.
- Check that all school staff induction includes formal safeguarding and child protection training.
- Check that all school staff, including the DSL and the designated teacher, receive at least annual safeguarding and child protection updates.
- Check that all governors/trustees receive regular, up-to-date safeguarding training.
- Check that at least one member of an interview panel has undertaken safer recruitment training.

2021-22 Safeguarding Role Holders	
Role	Named person
Designated Safeguarding Lead	Matt Ferris
DDSL's	Cathy Pascoe, Tracey Gordon, Luisa Potter, Nikki Green Debbie Herridge
Child and Family Support manager	Cathy Pascoe
Designated Teacher for Children Looked After	Nikki Green
Inclusion Assistant Headteacher	Nikki Green
Safeguarding Governor	Jane Springham

Written by	Chair of Governors – Jane Springham
Policy reference material, guidance or link policies	NGA model safeguarding governor role description
Reviewed by	Headteacher, Vice-Chairs, DIT
Ratified by	Full Governing Body ?
Ratification date	November 2021
Review cycle	Annual / Biennial / Tri-annual
Next review date	September 2022