Governor Monitoring form

Safeguarding Autumn Term visit

Name of Governor	Key Member of Staff	Date of meeting

Possible questions to frame discussion – these may differ from school to school depending on schools needs
Questions to be given to staff key lead prior to meeting in order that they can be well prepared

Do our parents understand the safeguarding agenda?

What measures do we take to help parents to understand the safeguarding agenda?

Do we have the appropriate up to date policies in place? Are these kept in accessible place for all staff?

When the policy was last reviewed? (this should be done annually)

Do we have a single central record for our own employees and volunteers?

Whose responsibility is it to keep these up to date?

How do we know that all staff understand the correct procedures for child protection incidents?

How does the school ensure that all pupils know what they should do if involved in a child protection incident?

Have the appropriate number of staff and governors attended an accredited safer recruitment course?

Are all new staff trained in child protection issues as part of their induction process?

Do all the staff have access to Level 1 Basic Awareness training every 3 years?

Who maintains records of all training?

Who is the designated staff member for safeguarding / child protection in school?

When did the designated staff member last attend safeguarding training?

Is our Single Central Record (SCR) kept up to date and who is responsible for this?

Do governors know where the SCR is located?

What training have the rest of the school staff had, and is it up-to-date?

Has the Headteacher and at least one governor completed the Safer

Recruitment training?

Is there a named governor with responsibility for safeguarding? Have they, and any other governors, attended safeguarding training?

Is the Single Central Record kept up to date, and held securely in one place in school?

Are any other organisations using the school premises, and have they appropriately vetted their staff?

Does the governing body know that the site is safe and secure?

Governor report