

# Safeguarding Newsletter

**ISSUE NO. 66 September 2018**

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## Welcome and Team Update

Welcome one and all to the first of three safeguarding newsletters this 2018/2019 academic year.

This summer proved to be a busy time for national guidance updates and September sees the implementation of two of these key documents with regards to safeguarding; Keeping Children Safe in Education and Working Together to Safeguard Children.

All of the area advisors have been busy during the summer months updating and refreshing the different training packages that we supply. This will ensure that you receive the relevant guidance and updates that you need to continue providing high quality safeguarding practice in your organisations. The team have also been busy updating policy templates and guidance to reflect national updates and changes. These are now available on Kelsi and via the Education People website.

There have been some personnel changes within the Education Safeguarding Team over the summer with new area advisors Robin Brivio and Gemma Willson taking up their posts for North and West Kent respectively. Additionally, we welcome Rachel Unsworth as the new admin support for North and West and Heather Bowden in East Kent. Peter Lewer, the long-term advisor for South Kent has moved to the Training and Development role while Julie Maguire remains

the East Kent advisor. Jonathan Hogben has moved to the South Kent advisor role for a couple of months before sadly leaving the team in October.

While having only been with us for the last year, I know many of you will be sad to see Jonathan depart, but will also join us in wishing him all the very best in his new adventure overseas! We have already appointed to the South Kent post and are delighted to be welcoming Claire Ledger who has many years' experience in working in a variety of safeguarding roles. Claire will join the team towards the end of 2018.

## The Education People

The Education Safeguarding Team is now part of the “The Education People”. Having gone live on September 1<sup>st</sup>, The Education People is a one-stop shop for education services, working in association with Kent County Council. The Education People provide services to support early years through to young adults with over 800 products and services available. For more information, visit [www.theeducationpeople.org](http://www.theeducationpeople.org) or click the logo at the start of this newsletter.

Nothing will change as far as the services that the Education Safeguarding Team currently provide; the advice and support line and the phone numbers you use to contact us remain active and the area safeguarding advisors will continue to facilitate safeguarding reviews, management investigations and of course training in all aspects of safeguarding throughout Kent.

Given the transition to the new company our @kent.gov.uk email domain will be phased out over the next couple of months. While presently still active, please update your records to reflect these changes so that you can continue to contact the education safeguarding team. For example, an email to Jonathan would now be addressed to: [jonathan.hogben@theeducationpeople.org](mailto:jonathan.hogben@theeducationpeople.org)

## The Front Door / Support Levels Guidance

Finishing touches are being put to the new Front Door which will now go live in the latter part of 2018. A proposed trial of the process will take place in a localised area and multi-agency partners in that area will be contacted by the Front Door separately.

The Front Door is a new system and process for how Kent receives and processes “Requests for Support” to its Early Help and Children’s Social Work Teams. Alongside the implementation of this system, you will see the roll out “Support Levels Guidance” which will replace the Kent and Medway Threshold Criteria document.

Multi-Agency training sessions for the use of the new Support Levels and Requests for Service are being facilitated by the Kent Safeguarding Children Board, with webinars also available. We recommend booking early via CPD Online to avoid disappointment as places are limited.

## EST Safeguarding Conferences 2018/2019 TO UPDATE

Due to the popularity of our Safeguarding Conferences, we are adding an extra conference for the 2018/19 academic year, extending delivery to four conferences. Topics already confirmed include key learning from the Kent Serious Case Review “D”, with a presentation from the Police Senior Investigating Officer and understanding safeguarding issues for gender variant children and trans young people. You can book your place now on the by clicking on the corresponding box below or visiting CPD Online / [www.theeducationpeople.org](http://www.theeducationpeople.org) Dates for the remaining two conferences will be released in the next couple of weeks!

EST SAFEGUARDING CONFERENCE  
28<sup>th</sup> November  
Oakwood House  
Maidstone

EST SAFEGUARDING CONFERENCE  
3<sup>rd</sup> April  
Detling Showground  
Nr Maidstone

## New Relationships and Health Education Draft Guidance Published by DfE

The DfE have published [draft guidance](#) with regards to new relationships and health education. All schools will be required to teach children about good physical and mental health, how to stay safe on and offline, and the importance of healthy relationships. Under the proposals, all pupils will study compulsory health education as well as new reformed Relationships Education in primary school and Relationships and Sex Education in secondary school. The guidance will become compulsory in all schools from September 2020. Materials will be made ready and available from September 2019 to enable schools to prepare to teach the new subjects.

The [new guidance](#) is currently out for consultation until the 7<sup>th</sup> November regarding the content and how the subjects will be taught. We would encourage you to [respond to the consultation](#) to ensure your views are included.

## Online Safety

### Safer Internet Day 2019

Safer Internet Day (SID) 2019 will take place on Tuesday 5th February 2019, with the global theme of 'Together for a better internet'. Coordinated by the UK Safer Internet Centre, SID offers the opportunity to highlight positive uses of technology and to explore the role we play in helping to create a better and safer online community. It calls upon young people, parents, carers, teachers, social workers, law enforcement, companies, policymakers and others to join in helping to create a better internet.

You can find out more about SID at [www.saferinternet.org.uk/safer-internet-day](http://www.saferinternet.org.uk/safer-internet-day) Further information and links to a range of resources will also be available via the online safety blog.

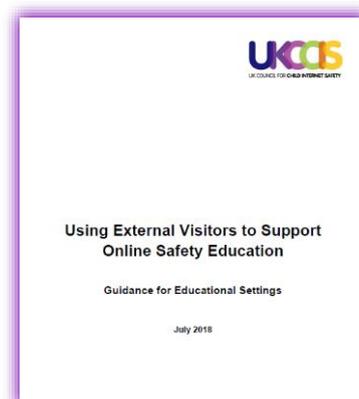
### Band Runner:

The CEOP education team have published a fun new game for 8-10-year olds. This will replace the 'Cyber Café resource which will be retired on the 21st December 2018



### New UKCCIS guidance

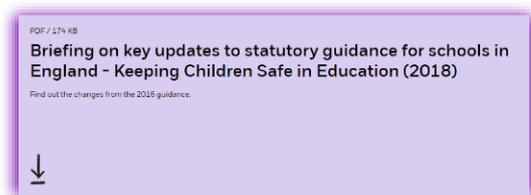
Following a consultation period, UKCCIS have published the final version of the 'Using external visitors to support online safety guidance. The guidance, which we recommend, explores key questions in the form of a checklist to help educational settings ensure the maximum impact of online safety sessions. It can be used to facilitate conversations between settings and external visitors to ensure their use is effective. If DSLs would like to discuss their online safety practice or explore resources and training available, please contact Rebecca Avery, Education Safeguarding Adviser (Online) or sign up to her blog which can be found at KELSI



## Policy and Guidance Updates

2018 has been a busy year for safeguarding professionals with numerous important safeguarding documents being updated and revised. In general, there are numerous changes that all staff working with children need to be aware of and some important changes for designated safeguarding leads to understand and implement as part of daily practice. Information on some of the revised documents can be found by clicking the boxes below.

### Keeping Children Safe in Education 2018



The most notable change in KCSIE 18 is the addition of 'Part 5'. Which concentrates on Sexual Harassment and Sexual Violence. Part 5 does not seek to give a tick box approach to dealing with certain scenarios, however it does provide effective safeguarding practice and principles for schools and colleges to consider in their decision-making process.

The guidance also includes the addition of wording emphasising what schools **must** and **should** do, making some requirements a legal responsibility and others an expectation, unless there is a very good reason not to. Responsibilities towards children who have been or are looked after, information sharing and GDPR and a more extensive list of issues in Annex A are also included.

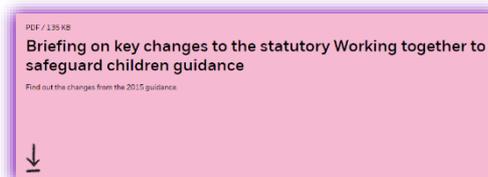
There are key changes related to online safety, including explicit references within 'Annex B; the expectation that DSLs are trained in understanding the additional vulnerabilities faced by children with SEN and disabilities (SEND) and more links have been added to supporting materials in annex C, including references to tools to assist settings in reviewing their online safety practice.

For a more in-depth summary with regards to Online Safety, please click on the box below:

**The Education People Online Safety Blog  
Keeping Children Safe in Education 2018**

### Working Together to Safeguard Children 2018

This document, which applies in its entirety to schools, outlines significant changes to how working together arrangements will be overseen, with a change from statutory Local Safeguarding Children Boards (LSCBs) to three safeguarding partners, as defined in The Children and Social Work Act 2017, namely the Local Authority, Police and Health CCGs.



The three partners, who have equal responsibility, are required to make arrangements to work together with relevant agencies to safeguard and protect the welfare of children in their area, including how education providers will be fully engaged, involved and included in the new

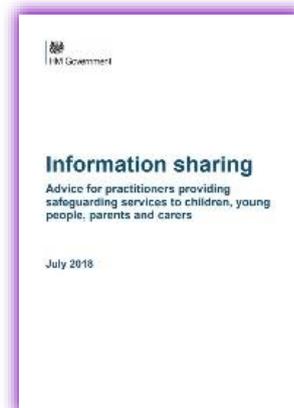
safeguarding arrangements. It is expected schools, colleges and settings will be named as relevant agencies, requiring them to follow local procedures.

There are also additional changes to Serious Case Review processes which will become 'Local and national child safeguarding practice reviews' and the Child Death Review process.

We will update our training as we are made aware of any changes and will alert you via the newsletter, e-mails or blogs.

## Information Sharing guidance

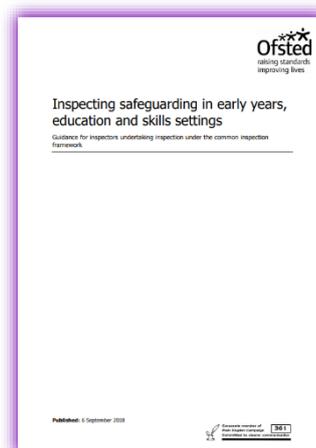
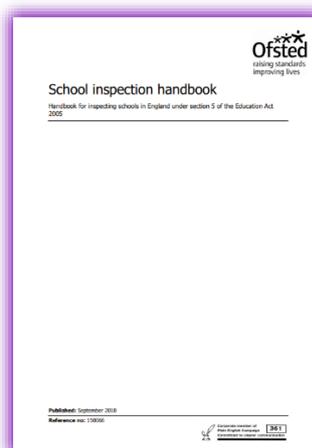
The DfE have updated this helpful document, which is non-statutory, to support practitioners in their decision making as to whether they should share information. It includes seven key principles and 'myth busting' questions and answers, confirming that the most important consideration is whether sharing information is likely to support the safeguarding and protection of a child.



## Ofsted: Inspection Updates 2018.

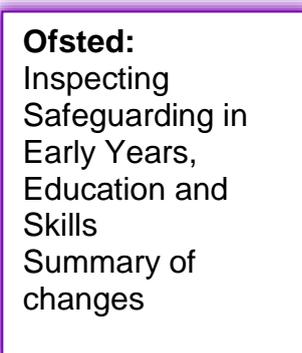
Ofsted have, at the start of September, updated both their School Inspection Handbook and the Inspecting safeguarding in early years, education and skills settings.

The Education Safeguarding Team encourage you to download and read the guidance and associated documents that inform you of the revisions that have been made. Including that as such in Paragraph 15 of the Inspecting Safeguarding Guidance which now emphasises the need for good safeguarding practices.



*“Inspectors should look for evidence of the extent to which leaders, governors and managers create a positive culture and ethos where safeguarding is an important part of everyday life in the setting, backed up by training at every level. Inspectors should consider the content, application and effectiveness of safeguarding policies and procedures and the quality of safeguarding practice, including evidence that staff are aware of the signs that children or learners may be at risk of harm either within the setting or in the family or wider community outside the setting.”*

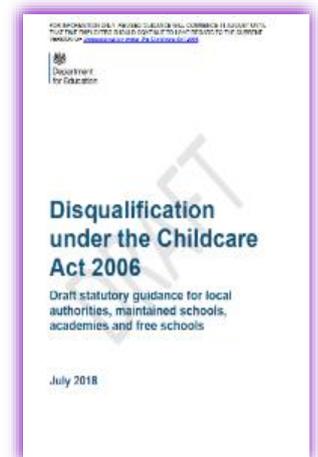
Ofsted have published a word document listing the changes in its safeguarding guidance. Click the box above to be redirected. The document can be found at the bottom of the page. The Education Safeguarding Team encourage you to read this document and understand the changes, so you can reflect this in your best practice.



## Disqualification under the Childcare Act 2006

Changes which came into force on 31 August 2018 mean schools are no longer required to establish whether a member of staff providing, or employed to work in, childcare is disqualified by association with it only being relevant where childcare is provided in domestic settings (e.g. where childminding is provided in the home).

Although disqualification by association is no longer applicable to school or setting staff (with the exception as outlined above) safer recruitment procedures should still be adhered to ensure the suitability of staff. In addition, schools and settings should have a Code of Conduct which outlines the expected behaviours of staff and volunteers both whilst in the workplace and outside of it.



## Ofsted Complaints

Following a change in consent requirements on the online complaints system, we will be changing the way we manage Ofsted complaints sent to us for action.

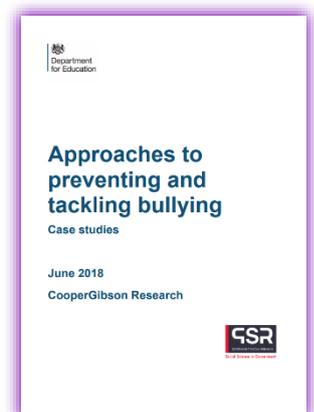
Ofsted now only seek consent for information to be shared with the Local Authority or other partners, but not with the school concerned. Additionally, they specify on their website that if they (Ofsted) share any information with the school, it will be anonymised. Therefore, unless the EST seek specific explicit consent from the complainant, we are unable to share any identifiable information with schools.

Consequently, from September 1<sup>st</sup>, once a complaint is received with Ofsted, we will be sharing it with the relevant AEO and colleagues in School Improvement and will let the school know there has been a complaint and to contact Ofsted directly.

We will be keeping a log of the kind of complaint received to clarify themes and trends and will issue advice accordingly.

## Bullying

Bullying within Schools and how this is managed and resolved is one of the most frequent complaints dealt with by the Education Safeguarding Team. In June 2018, the DfE published a series of case studies within a document titled "Approaches to preventing and tackling bullying". The DfE advice is that schools should develop their own approaches for monitoring bullying and exercise their own judgement as to what will work best for their pupils. More broadly the department's advice on behaviour and discipline makes clear that having a whole school policy, consistently applied, with clear systems of rewards and sanctions is key to securing good behaviour.



## Transferring files from Primary to Secondary

With the implementation of GDPR back in May, the Education Safeguarding Team received numerous queries about the sharing and transferring of files between schools. Michelle Hunt from Kent County Council Information Governance has offered some advice to schools:

GDPR does not specify or change either the way in which schools transfer the Common Transfer File (CTF) and paper records relating to new pupils or when this should be done.

All schools must ensure that they are sending the correct files to the correct school and this must be done in a secure manner. If a school sent information relating to a pupil who was not attending the new school in September, then this potentially could be a data protection breach.

As part of the Year 6 to Year 7 transition process schools must share this information with the new school and it is appropriate to do this in a timely manner if there is every indication that the pupil will join the new school in September. There may be exceptional circumstances where during the school holidays something happens to prevent the pupil joining the new school, but this would be rare and should be dealt with on a case per case basis.

If the information is not shared until September, this could place a huge administrative burden on the secondary schools. The pupil record should not be weeded before transfer to the secondary school unless any of the items mentioned below have been placed on the file. It is important to remember that the information which may seem unnecessary to the person weeding the file may be a vital piece of information required at a later stage.

- Absence notes
- Parental consent forms for trips/outings (in the event of a major incident all the parental consent forms should be retained with the incident report not in the pupil record)
- Correspondence with parents about minor issues
- Accident forms (these should be stored separately and retained on the school premises until their statutory retention period is reached. A copy could be placed on the pupil file in the event of a major incident).

Primary Schools do not need to keep copies of any records in the pupil record, except if there is an ongoing legal action and then the school should keep that information until the case is closed then send the information to the new school.

If a pupil is not moving to a secondary school the primary school should send the files onto KCC to store. Here is a link to the Information Management Toolkit for Schools:

## e-Learning courses

The Education safeguarding team are making the final adjustments to the new childminding e-learning course which will be available soon. The basic awareness training is only for Registered/Eligible Childminders. It outlines professional responsibilities to safeguard children and promote their welfare. We will be developing further e-Learning courses over the coming months so if you have any specific ideas or requests, please contact Claire Ray, Principal Officer.

## Education Safeguarding Team Contacts

<b>Head Office Sessions House Room 2.04, Sessions House, County Hall, Maidstone ME14 1XQ</b>			
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<b>Ashley Assiter</b> e-Safety Development Officer (Maternity leave till January 2019)	<b>03000 422148</b>	07545 743310	<a href="mailto:ashley.assiter@theeducationpeople.org">ashley.assiter@theeducationpeople.org</a>
<b>Kay Ashman</b> Admin Support			or for general enquiries: <a href="mailto:esafetyofficer@theeducationpeople.org">esafetyofficer@theeducationpeople.org</a>
<b>NORTH KENT (Dartford, Gravesham, Sevenoaks) Worrall House, 30 Kings Hill Avenue, West Malling, ME19 4AE</b>			
<b>Robin Brivio</b> Area Safeguarding Adviser	<b>03000 412445</b>	07740 183798	<a href="mailto:robin.brivio@theeducationpeople.org">robin.brivio@theeducationpeople.org</a>
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<b>SOUTH KENT (Ashford, Shepway, Dover) Kroner House, Eurogate Business Park, Ashford TN24 8XU</b>			
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<b>Lin Storton</b> Admin Support (part-time)			

**Central Duty / Front Door: 03000 41 11 11**

Urgent child protection issue outside of office hours call: 03000 41 91 91

Early Help & Preventative Services: [earlyhelp@kent.gov.uk](mailto:earlyhelp@kent.gov.uk) or phone 03000 419222

**Local Authority Designated Officer (LADO) Contacts - 2018**

If a call is urgent (i.e. a child is in immediate danger) and the call cannot go through to the officer on Duty, the call should go through to the Central Referral Unit on: 03000 411111

**LADO Team: 03000 410888**

Now it's just one number for the whole LADO Team covering Kent Local Authority

Email: [kentchildrenslado@kent.gov.uk](mailto:kentchildrenslado@kent.gov.uk)

Kroner House, Eurogate Business Park, Ashford, Kent, TN24 8XU

**Area Education Officers**

<b>South Kent</b>	David Adams	03000 414989
<b>East Kent</b>	Marisa White	03000 418794
<b>West Kent</b>	Jared Nehra	03000 412209
<b>North Kent</b>	Ian Watts	03000 414302

This safeguarding newsletter is published by the Education Safeguarding Team and issued to schools, early years providers and local authority staff three times a year. For this newsletter to be effective, please ensure that it is shared with staff, including all Designated Safeguarding Leads.