# *ETTINGTON C of E PRIMARY SCHOOL*

# *AND PRE-SCHOOL*

**Reviewed September 2026**

# SCHOOL SPECIFIC SAFEGUARDING INFORMATION AND PROCEDURES

Learning for Fullness of Life

Trust- Respect – Love

**Overview**

This document sits alongside our full Child Protection and Safeguarding Policy, which is fully in line with Warwickshire Safeguarding's procedures; it details the additional school-specific safeguarding systems and processes that we follow at Ettington C of E Primary School. In addition, this document outlines the key contextual issues that we consider to ensure our students are fully safeguarded at all times.

The information detailed in this document is as follows:

- Safeguarding in the local community
- The DSL Team
- Site security
- Priorities – Intent and Implementation
- Priorities – Measuring impact/Review

**Safeguarding in the local community**

As Ettington C of E Primary draws students from Ettington and the surrounding villages, a proportion of our students walk to school and others are transported by car. The local area is mainly rural but there are few concerns raised about safety on the way to or from school; complaints regarding parking outside and in the surrounding streets near to the school are reported and dealt with rapidly by the school in liaison with parents and Warwickshire Police Constabulary. The main concerns raised are when occasionally parents drop off on the zig zags, parking on pathways and near to driveways. This is always followed up by the school, again in liaison with Warwickshire transport.

The school has a good relationship with the local community and safeguarding concerns are occasionally raised by members of the public which are followed up rapidly by the DSL Team in the school.

**The DSL Team**

There are six members of the DSL Team at Ettington C of E Primary School. Their roles responsibilities and locations are highlighted to all students at the start of every year, as well as to all staff members at induction and at least annually as part of annual safeguarding training. Regular reminders are also provided to all throughout the year.

| **Role** | **Contact details** |
|---|---|
| Headteacher | Michelle Crowe |
| Designated Safeguarding Lead | Michelle Crowe |
| Deputy Designated Safeguarding Lead (s) | Sherrel Brown<br>Sarah Maile / Emma Bicknell / Phoebe Wilkes / Maisie Woodfield |
| eSafety Lead | Tom Higgitt |
| Prevent Duty Lead | Michelle Crowe |
| Attendance Champion | Michelle Crowe |
| Mental Health / Self Harm Lead | Rachel Smith |
| Designated Teacher for Looked After and Previously Looked After Children | Sherrel Brown |
| Designated Teacher with responsibility for Young Carers | Sherrel Brown |
| Nominated Safeguarding Governor | Heather Fletcher (Chair of Governors) |
| The above can be contacted via the<br>Ettington Primary School and Pre-School office on **01789 740236** | |

The following poster is visible in corridors/communal areas.




**Site Security**

The main entrance/exit in the school is fitted with an electro/mechanical device which locks magnetically to ensure secure access throughout the day. CCTV monitors the front entrances to the school and is viewed in the school office/ reception.

Front gates are supervised closely by staff at the start and end of each day. Pupils enter and exit the school through the playground gate, which is opened/closed by a member of staff and padlocked throughout the day. The school is completely fenced off so no one can get onto the site unless they go through the main Reception when gate is closed. Children are unable to leave the site unless they go through the main office area and are signed off site by their parent or carer.

The school works closely with Warwickshire Police to monitor parking outside and around the school building at morning drop off and end of the day; local police supply the school with parking deterrents and rotate this throughout the year.

Visitors are asked to share their DBS. If they do not have one they are not left unsupervised with children. All visitors to the school must wear a lanyard to confirm they are permitted access. All staff wear blue school lanyards to confirm they are part of the school community. Governors also wear blue (Governor) lanyards. Green lanyards identify visitors who are permitted to move around the school unescorted (regulated), red lanyards identify visitors who do not have a DBS and cannot be left unattended. All visitors are challenged if they are not wearing a lanyard.

All staff are now required to complete an Overseas declaration and as part of the recruitment process, the school conducts online checks, which candidates are notified of.

Year 6 children are permitted to walk to and from school alone with written consent from parents.

**Fire and Lockdown Procedures**

The school has updated all fire and lockdown policies and procedures and are carried out once per term.

**Priorities – Intent and Implementation**

All Safeguarding incidents are recorded on CPOMS. Where staff do not have access to CPOMS, there are Warwickshire 'green forms' which can be used as an alternative. This ensures that ALL incidents are reported and recorded. Staff are trained to use CPOMS.

Early Help Assessments – The DSL and SENDCo regularly monitors the progress of students receiving support via EH with a focus on ensuring progress is rapid and if not, escalating those cases to attain greater support for the child via a referral to social care.

Mental Health need and capacity - Following a steep rise in mental health ill health post lockdown, the school is a Trailblazer school working with RISE and has access to an external MHST Practitioner in order to develop a whole school proactive approach to addressing mental health concerns as well as providing bespoke in school support for lower-level mental health needs. The school has a named Mental Health Lead – Mrs R Smith and a Lead Governor for supporting Mental Health.

Child on Child abuse – In full acceptance that child on child abuse happens in all schools even if unreported, the school continues its focus on a proactive approach to addressing this topic.

The school ensures all members of the school community are regularly reminded of its zero-tolerance approach to child on child abuse and are clear on how the school deals with instances of abuse in terms of providing support to those affected by it and in dealing with those who instigate it.

The whole school ethos is designed around ensuring all students have at least one 'go to' person and that relationships are strong so that all students feel they can disclose knowing they will be fully supported and that the school's response will be rapid and effective.

The school also has a child led School Council, which children apply for and elections take place in classes. The School Council meet at least half termly to discuss key events, e.g. Anti-bullying week, Road Safety Week, Safer Internet/ online safety etc. The committee plan and deliver whole school assemblies, monitor break times and lunch times, set up competitions and promote key messages across the school.

Response to bullying - Bullying in general is a key focus for the school and instances of bullying and prejudice are followed up by class teachers and the Headteacher, all of whom work closely with the DSL Team. The school reports all incidents of bullying using CPOMs. Regular reviews of bullying logs will occur, usually immediately following specific incidents, to analyse where instances of bullying are reported in specific locations and action any changes necessary to safeguard students more effectively. Engagement with parents following instances of bullying take place and, where necessary, restorative meetings take place in school to rebuild positive relationships.

Filtering and Monitoring – At Ettington C of E Primary School, the filtering and monitoring system Smoothwall is used to keep pupils safe when using the school's IT system. Filtering systems: block access to harmful sites and content. Monitoring systems: identify when a user accesses or searches for certain types of harmful content on school devices. The headteacher is then alerted to any concerning content and staff intervene and respond accordingly. The named person for filtering and monitoring is Mrs M Crowe (Headteacher).

Safeguarding is a weekly agenda item on the school's Staff Briefing timetable. Each week, staff have opportunity to share key safeguarding information.

A focus on using the school's newsletter to promote safeguarding is in place and this will continue moving forward. Developing other opportunities to communicate with parents in person to build relationships and support student mental health and wellbeing is also a focus for the school. There is also a dedicated Safeguarding tab on the school website, which is updated regularly.

Attendance support – persistent absence can lead to increased safeguarding concerns - the school is reviewing its approach to addressing persistent absence in conjunction the Local Authority. All attendance intervention is in line with that outlined in the Attendance Policy and the attendance section of the main Child Protection and Safeguarding Policy, including the section entitled children Missing Education.

Staff will undertake welfare checks on families if contact has not been successfully established.

All of the above actions are currently in the process of either being implemented or are embedding. All will be reviewed at appropriate intervals throughout the academic year.

Students, staff and parents will be involved, as appropriate in different elements of review and further actions will be initiated in response. The impact of these changes will be reported back to governors, along with all other reviews of safeguarding via the DSL meetings with the safeguarding governor and through half termly Governing Body meetings and the School Self-Evaluation Statement.