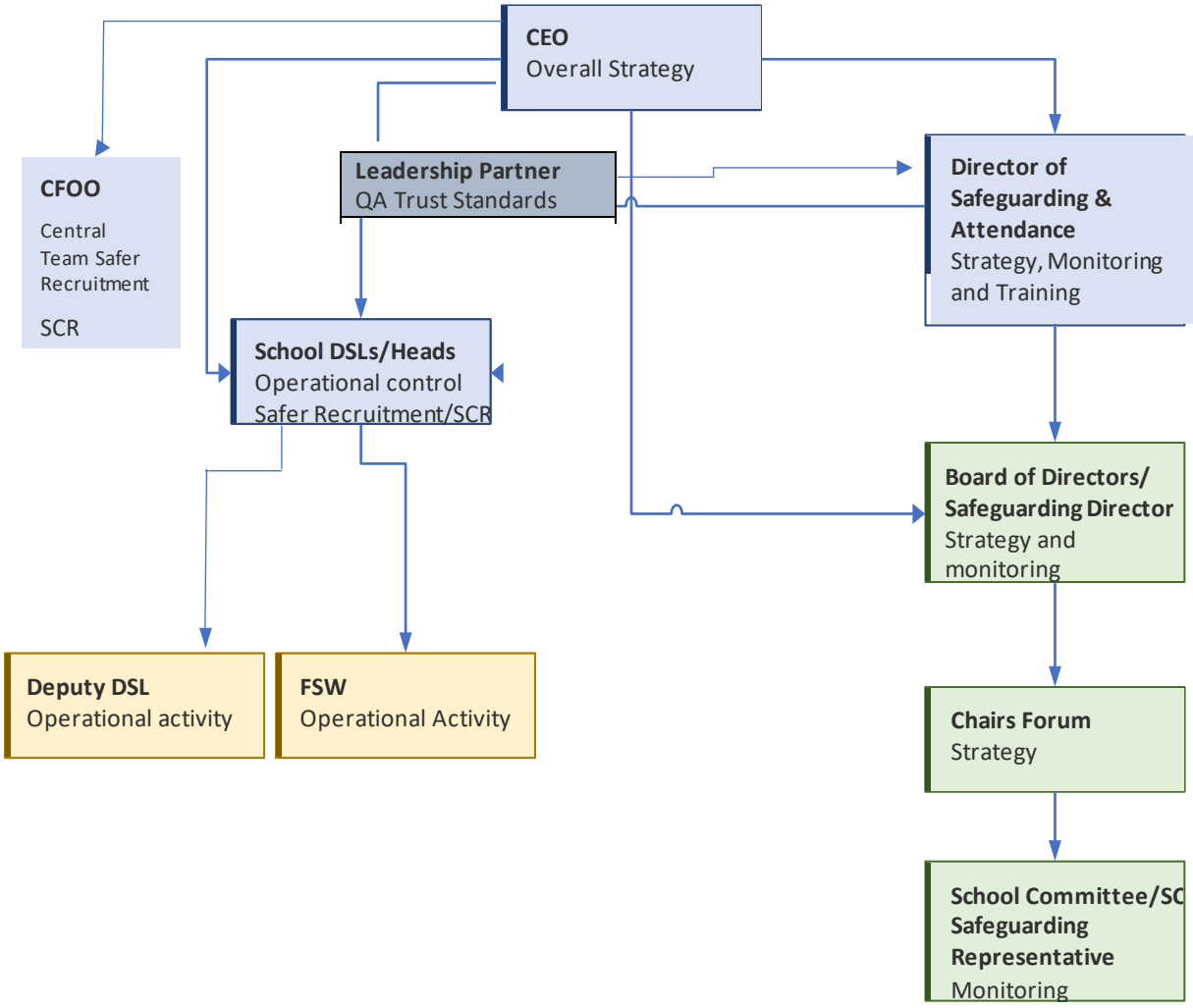
The Three Saints Academy Safeguarding Strategy

"If you can believe, all things are possible to those who believe."
Mark 9:23

Approved - Summer 2022, 2023, 2024, 2025, 2026
Review – September 2027

The Three Saints Academy Trust – Safeguarding Strategy

Safeguarding accountability and responsibilities flowchart



Roles and responsibilities

CEO
Responsibility for overall Trust strategy of safeguarding and attendance.
Line management of DSL's (Headteachers) and Director of Safeguarding & Attendance
Receives monitoring information to assess effectiveness of strategy.
Receives QA information to assess Trust standards and exceptions

Director of Safeguarding & Attendance
Feeds into overall strategy of safeguarding and attendance via CEO
Feeds into strategy for mental health and well-being.
Audit of Trust Online SCR.
Responsibility for safeguarding training of all staff and governance in Trust
Monitoring the effectiveness of Trust strategy, policy and procedures
Termly Forums for DSLs and FSW's
Supervision for DSLs

CFOO
Ensures the Single Central Record for central trust staff is maintained.
Ensures Disclosure and Barring Service Checks are undertaken for all central trust staff, Directors and volunteers.
Ensures Safer Recruitment procedures are followed.
Liaison with Headteachers regarding safer recruitment and SCR in their schools.
Ensures training records for all Directors are up-to-date.

Leadership Partner
QA's each school in their hub against Trust Standards.

DSL's/Headteachers
Day to day responsibility for safeguarding and attendance.
Ensures DSL/DDSL coverage on site.
Line manager for FSW's and therapeutic staff
Maintain and monitor school reporting systems
Train and update staff on a regular basis.
Contribute to Trust Safeguarding Forums (termly)
Ensures Single Central Record for all staff, school committee members and volunteers is maintained and monitored in liaison with HR.
Ensures Safer Recruitment procedures are followed and all DBS checks are undertaken in liaison with CFOO.
Ensures training records for staff and school committee members are up-to-date
Provides the School Committee with regular updates.

Trust Board of Directors
To ensure the strategy is effective and monitor school compliance with trust policies and procedures. Receive information from CEO, nominated safeguarding director and Director of Safeguarding & Attendance

Nominated Safeguarding Director
To monitor Trust's responsibilities around Safeguarding. To receive information from CEO, Director of Safeguarding & Attendance, School Committee safeguarding representative at Chairs Forum

School Committees
To monitor effectiveness and implementation of schools safeguarding policies and procedures and ensure compliancy. To receive reports and information from Headteacher and School Committee safeguarding representative.
Update their safeguarding knowledge and training on a regular basis.

School Committee Safeguarding Representative
To monitor school responsibilities around safeguarding (SCR, Safeguarding training log, safeguarding data to identify school generic issues, check KCSIE & Policy declaration, check annual safeguarding audit actions)
Feedback to School Committee and Chairs Forum on above
Meet with HT prior to Spring term School Committee to identify actions from Safeguarding QA.
Check actions identified in Trust Safeguarding QA have been addressed in summer term, feedback to school committee at summer term meeting.

All other Staff and Volunteers (not named above)
Must always be aware *"it could happen here"*
Know the systems and procedures for reporting concerns and disclosures.
Know who the DSL/DDSLs are.
Attend/undertake training.
Read and acknowledge the required documentation as expected.

Structure of Meetings

Items for consideration on Director's meeting Agendas
Autumn
Feedback from Chairs Forum Summer
Safeguarding Policies
Spring
Feedback from Chairs Forum Autumn
Summer
Feedback from Chairs Forum Spring
Director of Safeguarding & Attendance annual report to directors, including Trust safeguarding QA headlines

Items for consideration on School Committee meeting Agendas
Autumn
Feedback from School Committee Safeguarding Representative on training log and SCR
Safeguarding policy
Feedback from Chairs forum

Spring
School generic issues and data, actions from Safeguarding Audit
Feedback from Chairs forum
Summer
School Committee Safeguarding Representative monitoring on areas identified in Trust Safeguarding Audit
Feedback from Chairs forum

Items for consideration on Chairs Forum meeting Agendas
Autumn
Policy, SCR, Training log
Spring
School generic issues and data
Summer
Matters arising from Trust safeguarding audit

Items for consideration at DSL Forum Agendas
DfE and LA Issues Arising/Updates
Safeguarding Data from schools from Context Audit
Contextual issues/trends arising for schools
Filtering and Monitoring issues/trends arising for schools
Behaviour trends from monitoring:
- General
- HSB
- Bullying
- Racist
- Homophobic
- Suspension and Exclusions

How safeguarding and attendance has been addressed through curriculum this term – any gaps linked to contextual issues.
Therapeutic Interventions/mental health support for schools
Attendance issues for schools
How learning has been applied and the implications for school from a local/regional practice review.
Policy and system issues

Supervision

Director of Safeguarding & Attendance will carry out formal 1-1 supervision with DSLs in Spring Term
Case supervision will be undertaken as part of the case file audits with DSLs in the summer term.
Peer supervision will form part of the termly forums with both DSLs and FSWs (DDSLs)

Monitoring of policy and procedure

The Director of Safeguarding & Attendance will monitor policy into practise, following the timetable below. At the end of each academic year. Head teachers will be provided with an annual timetable of dates when they are to expect monitoring to take place. Following monitoring, feedback will be provided within 7 days.

Description	Frequency	When?	Purpose
Trust Safeguarding Audit	Annual	January	To check compliance with Trust policies and procedures. Audit to be discussed with Hub Partners at their January visit and issued to Director of Safeguarding & Attendance. Audit to be discussed with Safeguarding Governor prior to Spring SC and raised at Spring SC. Feedback to directors in summer term
School context audit	Termly	Dec April June	To gather and review on a regular basis info requested by Ofsted and Multi Agency Audits. To identify context and capacity and discuss at Safeguarding Forum for DSLs.
Section 175	LA Timescales	Issued by LA	LA required information Copy to provided to Director of Safeguarding & Attendance
Attendance Audit	Termly	In line with half-termly attendance review at end of term	To monitor attendance and punctuality trends and effectiveness of policies
Spotchecks Case File Audit	Annual	December June	Ensure procedures are effective, meeting of thresholds, escalation and reporting To link to case supervision which will take place after file audits
Trust Online SCR	Termly	Autumn Spring Summer	To ensure all records and checks are uptodate by the Schools and Trust HR. Schools SCR checks to be part of Safeguarding Audit.
Restrictive Practice Audit	Bi-annual	January July	To check compliance with policy and procedure and accurate recording.