The ESAT Safeguarding advisory review

Terms of Reference

The school safeguarding review is a supportive and collaborative process which includes at least one ESAT staff member visiting a school for a day to review their safeguarding practice. The review is completed using a restorative approach where we work with the school, it should be a helpful process and is not critical. The review aims to identify good practice and any areas for development or concern.

The review considers:

* Safeguarding culture
* Policies and guidance
* Designated Safeguarding Lead
* Governance
* Are pupils safe on site?
* Effective safeguarding arrangements
* Reporting and recording
* Child protection records
* Keeping pupil’s safe outside normal provision
* Designated teacher
* Curriculum
* Training
* Safer recruitment
* Personnel records
* Allegations against safe
* Child on child/allegations against pupils

The review is completed with relevant school staff- this may be Designated safeguarding lead and/or Headteacher, Safeguarding Governor and/or Chair of Governor are encouraged to be part of this review.

Measures

Effective

Ineffective

The review will assess each areas of safeguarding practice where appropriate as effective or ineffective. This decision will be made based on the evidence that is shared and seen during the review. The Education Safeguarding Advisor will make their assessment based on being in the school, talking to staff and children, viewing policies and procedures, reviewing files and evidence.

The review includes feedback from partner agencies that are identified by the school this could include (but is not exclusive to) School Nurse, CAMHS, Police, SENSS and SEN officer, Virtual Schools, LCSS link worker, Social Workers, MASH. ESAT will seek this feedback and the combined feedback will be shared with the School as part of the final report (depending on professional response this report may take longer than the ESAT report).

Professional feedback- [Feedback from safeguarding partners (office.com)](https://forms.office.com/Pages/ResponsePage.aspx?id=2jld8Owm6k6465_xpoLV5U4I0c4zsqpLsTZ0iB08x1BUQzJPRUpaRk9VVkw1V1lDT09LS1BJSEMxWS4u&wdLOR=cC65D3114-3996-4DBF-9140-2C18B3857B06)

Outcome

The school will receive the report within 3 working days of the review, but initial feedback is given throughout the discussions on the day.

Oversight

Every review is overseen by the LADO/ESAT service manager for monitoring, quality assurance and reporting purposes.

Education teams within Oxfordshire County Council

Advisory reviews can also be recommended or requested through Education teams within OCC- School improvement team, Learner Engagement Team, SEND and Social Care.

An advisory review may also be recommended following an Ofsted notifications or complaint.

If a review is requested or recommended from another agency or professional, then ESAT will contact the Headteacher to discuss this, explain why and explore whether the school agrees to the review.

If there was a concern about safeguarding practice and a school not engaging, this would be raised to Governors initially and explanation as to why this is necessary.

Concerns

If concerns are identified or actions required during the review, the school is supported with a plan to address the identified needs, a supportive visit to complete tasks may be required and if so will be agreed- timeframe will depend on urgency. Other possible outcomes may be further training recommended. A review visit to ensure completion of tasks will be arranged as appropriate and within an agreed timeframe according to urgency.

If significant concerns are identified this will be shared with:

* For All schools - Chair of Governor
* Kim James for Maintained Schools
* CEO for Academy Schools

On the rare occasion, that any immediate risk to children is identified then ESAT would share the concerns with Ofsted/ISI. The school would be informed that this is being escalated and why.

Regardless of level of concern ESAT will always support the school to address the identified need, ESAT have the same aspiration as schools to ensure that safeguarding in schools is effective.

Cost of review

The school request this review through ESAT admin- 01865 810670-[esat.safeguardingchildren@oxfordshire.gov.uk](mailto:esat.safeguardingchildren@oxfordshire.gov.uk)

Cost from September 22:

|  |  |
| --- | --- |
| Maintained school | Included in funding arrangements |
| Academy | £350 |
| Independent | £500 |
| Early Years | Dependent on setting |

The team will offer negotiated rates for bookings across Academy Trusts.

Schools are invoiced for payment on completion

Cancelling of review

ESAT will make every endeavour not to cancel or rearrange a booked review, in the unlikely event this is necessary, the school will be notified and rearranged as a priority. If the school need to cancel the review, the team must be notified as soon as possible.

Timeframe

The review is recommended every 3 years in line with Opportunity for all (March 22)

*Keeping children safe is the first responsibility of everyone working in the school system. We will also institute a new system of proactive assurance with Local Safeguarding Partnerships commissioning safeguarding audits every three years. This system will help ensure that all schools’ policies are consistent with local safeguarding arrangements and the academy trust standards.*

The Team has capacity for five initial reviews per week- term time.

No reviews are completed during the first three weeks in January due to Section 157/175 quality assurance tasks.

Reporting

The team will report on the percentage of schools engaging with reviews, type of school and can report on areas of concern identified.

As part of information sharing the School improvement team will be informed of the reviews completed and for maintained schools the review document will be recorded on Pendulum.

Date of issue of review template- August 2022, next review- August 2023