



Loughton School

Quality Assurance Policy

1. Introduction

As part of Loughton School's ongoing internal audit of the quality of safeguarding within the school, the Designated Safeguarding Lead is responsible for ensuring that several audits take place. These are then reported to School Governors so they can be assured of the robustness of the schools safeguarding commitment.

2. Audit profile

- An annual audit of safeguarding policies 3 months prior to the section 175 audit.
- Termly audit of safeguarding files – reporting referral made to MASH and outcomes.
- Termly audit of a CP file ensuring that information is up to date.
- Annual audit of training received by staff with action plan covering future training needs
- Check of staff knowledge of referral process – online quiz
- Annual audit of Induction – ensuring that all staff have been picked up and received relevant documentation
- Termly audit on bullying log, equalities concerns – checking that all concerns have been addressed and outcome is recorded.
- Annual questionnaire for parents, children & staff checking effectiveness of safeguarding procedures.
- Annual audit of Single Central Record – to ensure that all elements have been collected.

3. Information reported to governors

- The DSL will meet regularly with the safeguarding governor, prior to governor meetings.
- A termly report will be shared with governors covering the following information:
 - Number of Referrals for Child Protection
 - Number of referrals for early help through Children & Family Practices
 - Number of families offered early help support or signposting through the school
 - Breakdown of open cases/closed cases & outcomes
 - Any Challenges made
 - Number of Strategy meetings attended
 - Number of Initial Child Protection Conferences
 - Number of Child Protection Conferences
 - Number of Family Support meetings
 - Number of Team Around Family meetings
 - Number of Allegations against staff & outcomes
 - Number of bullying incidents & outcomes
 - Number of equalities incidents reported & outcomes
 - Training attended by staff
 - Any online safety issues

The purpose of this report to Governors is to ensure that they can monitor the effectiveness and engagement of the school in safeguarding.