

Keeping Children Safe –A recommended guide to developing a safeguarding training pathway for school staff

Revised July 2019



SURREY
COUNTY COUNCIL

Safeguarding children and young people is everyone's responsibility.

All school staff and volunteers should receive appropriate safeguarding and child protection training which is regularly updated. In addition, all staff should receive safeguarding and child protection updates, as required and at least annually, to provide them with the relevant skills and knowledge to safeguard children effectively.

The recommended training pathway has been developed so that schools can develop and determine a bespoke pathway that meets the needs of their school community with both recommended mandatory training and recommended further professional development training to ensure staff have the knowledge and skills to keep children safe.

Group A

Members of the workforce in **infrequent** contact with children, young people and/or parents/carers who may become aware of possible abuse or neglect.

For example, Business Support Staff and Administrative Assistants

Staff Groups	Training Requirement	Training Title	Suggested training methods	Frequency
<p>Group A Staff</p> <p>Staff in infrequent contact with children, young people and/or parents/carers who may become aware of possible abuse or neglect.</p> <p>For example, governors, school premises & maintenance staff, cleaners.</p>	<p>Mandatory</p>	<p>What to Do if publication</p>	<p>Safeguarding Induction with Line Manager / DSL- Discuss, read, sign for & keep document</p>	<p>Provided within the first week of employment/volunteering and thereafter annual circulation</p>
		<p>Keeping Children Safe in Education publication - PART 1 and Annex 1a</p>	<p>Safeguarding Induction with Line Manager /DSL - Discuss, read, sign for & keep document</p>	<p>Provided within the first week of employment/volunteering and thereafter annual circulation</p>
		<p>Working Together to Safeguard Children with Awareness Raising of: Anti-Bullying Criminal Exploitation Child Sexual Exploitation Domestic Abuse FGM/Breast Ironing Forced Marriage Honour Based Violence Modern Day Slavery Online Safety Prevent & Channel</p>	<p>Whole school training delivered by DSL or other accredited provider</p>	<p>Completed within the first 3 months of employment and refresher training every 2 years</p>

		Peer Abuse Harmful Sexual Behaviour and any other specific safeguarding issues as per KCSIE		
		Channel Awareness (Prevent)	To be include in whole school training or use online Home Office training modules https://www.elearning.prevent.homeoffice.gov.uk/	Completed within the first 3 months of employment and refresher training annually
Group A Staff	Recommended Professional Development – dependent on role & duties	Healthy outcomes for children who are looked after	SSCB Training http://www.surreyscb.org.uk	As required
		Safeguarding Disabled Children	http://www.surreyscb.org.uk	As required
		DSL Network Meetings	Education Safeguarding Team Termly Event	As required

Group B

Members of the workforce in **regular** contact or have a period of intense but irregular contact, with children, young people and/or parents/carers.

For example : School Office staff, Administrators, Premises Manager/Caretaker, Catering Staff, IT Network Manager, Parent Volunteers

<p>Group B</p> <p>Those in regular contact or have a period of intense but irregular contact, with children, young people and/or parents/carers</p>	<p>Mandatory</p>	<p>What to Do if publication</p>	<p>Safeguarding Induction with Line Manager / DSL-Discuss, read, sign for & keep document</p>	<p>Provided within the first week of employment or volunteering and thereafter annual circulation</p>
		<p>Keeping Children Safe in Education publication - PART 1 and Annex 1a</p>	<p>Safeguarding Induction with Line Manager /DSL - Discuss, read, sign for & keep document</p>	<p>Provided within the first week of employment or volunteering and thereafter annual circulation</p>
		<p>Working Together to Safeguard Children with Awareness Raising of: Anti-Bullying Criminal Exploitation Child Sexual Exploitation Children Missing Education Domestic Abuse Elective Home Education FGM/Breast Ironing Forced Marriage Honour Based Violence Modern Day Slavery Online Safety Prevent & Channel Peer Abuse</p>	<p>Whole school training delivered by DSL or other accredited provider</p>	<p>Completed within the first 3 months of employment and refresher training annually</p>

		Effective Family Resilience and any other specific safeguarding issues as per KCSIE		
		Channel Awareness (Prevent)	To be include in whole school training or use online Home Office training modules https://www.elearning.prevent.homeoffice.gov.uk/	Completed within the first 3 months of employment and refresher training annually
<p>Group B</p> <p>Those in regular contact or have a period of intense but irregular contact, with children, young people and/or parents/carers.</p>	<p>Recommended Professional Development – dependent on role & duties</p>	Domestic Abuse	http://www.surreyscb.org.uk or in school training delivered by DSL or other accredited provider	As required
		Female Genital Mutilation	E-learning Home Office or SSCB www.fgmelearning.co.uk	As required
		Forced Marriage	E Learning Foreign Office or SSCB http://www.safeguardingchildren.co.uk/resources/awareness-of-forced-marriage-register-for-training/ http://www.surreyscb.org.uk	As required
		Working with complexity/resistance	SSCB Training http://www.surreyscb.org.uk	As required
		Healthy outcomes for children who are looked after	SSCB Training http://www.surreyscb.org.uk	As required

		Safeguarding Disabled Children	SSCB Training http://www.surreyscb.org.uk	As required
		“Honour Based Violence”: Forced Marriage and Female Genital Mutilation’	SSCB Training http://www.surreyscb.org.uk	As required
		DSL Network Meetings	Education Safeguarding Team. Termly Event	Events are termly
		Online Safety	SSCB Training http://www.surreyscb.org.uk or other accredited provider	As required
		PREVENT	Home Office https://www.elearning.prevent.homeoffice.gov.uk/	As required

Group C

Members of the workforce who work **predominantly** with children, young people and/or their parents/carers and who could potentially contribute to assessing, planning, intervening and reviewing the needs of a child and parenting capacity where there are safeguarding concerns.

For example: Teachers, Teaching & Learning Support Staff, Peripatetic Staff, Lunchtime Supervisors, Out of Hours Support Staff (after school & breakfast clubs)

<p>Group C</p> <p>Members of the workforce who work predominantly with children, young people and/or their parents/carers and who could potentially contribute to assessing, planning, intervening and reviewing the needs of a child and parenting capacity where there are safeguarding concerns</p>	<p>Mandatory</p>	<p>What to Do if publication</p>	<p>Safeguarding Induction with Line Manager / DSL-Discuss, read, sign for & keep document</p>	<p>Provided within the first week of employment and thereafter annual circulation</p>
		<p>Keeping Children Safe in Education publication - PART 1 & Annex 1a</p>	<p>Safeguarding Induction with Line Manager /DSL - Discuss, read, sign for & keep document</p>	<p>Provided within the first week of employment and thereafter annual circulation</p>
		<p>Working Together to Safeguard Children with Awareness Raising of: Anti-Bullying Criminal Exploitation Child Sexual Exploitation Children Missing Education Domestic Abuse Elective Home Education FGM/Breast Ironing Forced Marriage Honour Based Violence Modern Day Slavery Online Safety Prevent & Channel Peer Abuse</p>	<p>Whole school training delivered by DSL or other accredited provider</p>	<p>Completed within the first 3 months of employment and refresher training annually</p>

		Effective Family Resilience and any other specific safeguarding issues as per KCSIE		
		Channel Awareness/Prevent	Online Home Office training modules https://www.elearning.prevent.homeoffice.gov.uk/	Completed within the first 3 months of employment and refresher training annually
		Child Exploitation – to include Criminal /Gangs, Sexual Exploitation, Modern Day Slavery & Trafficking	School training delivered by DSL or other accredited provider	Completed within the first year of employment and refresher training every 2 years
		Domestic Abuse	SSCB Training http://www.surreyscb.org.uk School training delivered by DSL or other accredited provider	Completed within the first year of employment and refresher training every 2 years
		Female Genital Mutilation	Home Office or SSCB e-learning www.famelearning.co.uk	Completed within the first 6 months of employment and refresher training every 2 years
		Forced Marriage	E Learning Foreign Office or SSCB http://www.safeguardingchildren.co.uk/resources/awareness-of-forced-marriage-register-for-training/	Completed within the first 6 months of employment and refresher training every 2 years
		Early Help Training	School training delivered by DSL or other accredited provider	Completed within first year of employment

	For those professionals that are part of Core Groups & Child Protection Conferences	Foundation Module 1 Foundation Module 2	SSCB Training http://www.surreyscb.org.uk	Completed within first year of employment
	Recommended for professional development – dependent on role & duties	Disguised Compliance	SSCB Training http://www.surreyscb.org.uk	As required
		Healthy outcomes for children who are looked after	SSCB Training http://www.surreyscb.org.uk	As required
		Safeguarding Disabled Children	SSCB Training http://www.surreyscb.org.uk	As required
		DSL Network Meetings	Education Safeguarding Team. Termly events	As required
		Child Exploitation and Building Resilience	SSCB Training http://www.surreyscb.org.uk or other accredited provider	As required
		Online Safety	SSCB Training http://www.surreyscb.org.uk or other accredited provider	As required
		Children & Young People who harm sexually – An Introduction	SSCB Training http://www.surreyscb.org.uk	As required
		Parental Substance Misuse & Impact on Children	SSCB Training http://www.surreyscb.org.uk	As required
		Working with complexity/resistance	SSCB Training http://www.surreyscb.org.uk	As required
		Understanding and working with children &	SSCB Training http://www.surreyscb.org.uk	As required

		young people affected by sexual abuse		
		Safeguarding Disabled Children with a focus on autism	SSCB Training http://www.surreyscb.org.uk	As required

Group D

School Staff with additional safeguarding responsibilities/roles: Designated Safeguarding Lead, Deputy Designated Safeguarding Lead, Home School Link Worker, Parent Support Advisor, Pastoral Care Lead, PSHE Subject Leader, School Nurse, Behaviour & Attendance Lead, SENDCo, Online Safety Lead, Designated Teacher for Looked After & previously Looked After Children, Head of Care (Residential Schools), Out of Hours Lead. This may also include the Headteacher in some schools.

<p>Group D</p> <p>School Staff with additional safeguarding responsibilities/roles: Designated Safeguarding Lead, Deputy Designated Safeguarding Lead, Home School Link Worker, Parent Support Advisor, Pastoral Care Lead, PSHE Subject Leader, School Nurse, Behaviour & Attendance Lead, SENDCo, Online Safety Lead, Designated Teacher for Looked After & previously Looked After Children, Head of Care (Residential Schools), Out of Hours Lead. This may also include the Headteacher in some schools.</p>	<p>Mandatory</p>	<p>What to Do if publication</p>	<p>Safeguarding Induction with Line Manager / DSL- Discuss, read, sign for & keep document</p>	<p>Provided within the first week of employment/volunteering and thereafter annual circulation</p>
		<p>Keeping Children Safe in Education – Full document</p>	<p>Safeguarding Induction with Line Manager /DSL - Discuss, read, sign for & keep document</p>	<p>Provided within the first week of employment/volunteering and thereafter annual circulation</p>
		<p>Working Together to Safeguard Children with Awareness Raising of: Anti-Bullying Criminal Exploitation Child Sexual Exploitation Children Missing Education Domestic Abuse Elective Home Education FGM/Breast Ironing Forced Marriage Honour Based Violence Modern Day Slavery Online Safety Prevent & Channel Peer Abuse Signs of Safety</p>	<p>Whole school training delivered by DSL or other accredited provider</p>	<p>Completed within the first 3 months of employment and refresher training every 2 years</p>

		and any other specific safeguarding issues as per KCSIE		
		Channel Awareness/Prevent	Online Home Office training modules https://www.elearning.prevent.homeoffice.gov.uk/	Completed within the first 3 months of employment and refresher training annually
		Child Exploitation – to include Criminal /Gangs, Sexual Exploitation, Modern Day Slavery & Trafficking	School training delivered by DSL or other accredited provider	Completed within the first year of employment and refresher training every 2 years
		Domestic Abuse	SSCB Training http://www.surreyscb.org.uk School training delivered by DSL or other accredited provider	Completed within the first year of employment and refresher training every 2 years
		Female Genital Mutilation	Home Office or SSCB e-learning www.fgmelearning.co.uk	Completed within the first 6 months of employment and refresher training every 2 years
		Forced Marriage	E Learning Foreign Office or SSCB http://www.safeguardingchildren.co.uk/resources/awareness-of-forced-marriage-register-for-training/	Completed within the first 6 months of employment and refresher training every 2 years
		Early Help Training	School training delivered by DSL or other accredited provider	Completed within first year of employment
		Effective Family Resilience	SSCB Training http://www.surreyscb.org.uk or briefing delivered by DSL	As required to secure up to date knowledge & skills
		Online Safety	SSCB Training	As required

			http://www.surreyscb.org.uk or other accredited provider	
	DSL	DSL New to Role	Education Safeguarding Team or other accredited provider	On appointment
		Foundation Module 1: Multi Agency Safeguarding Children - Family Resilience and Family Safeguarding	SSCB Training http://www.surreyscb.org.uk	Completed as soon as possible and at least within the first year of employment
		Foundation Module 2: Child Protection Conferences, Plans and Core Groups		
		DSL Update Training	Education Safeguarding Team or other accredited provider	At least every 2 years - training will include development of the leadership of safeguarding within your setting
		DSL Network Meetings	Education Safeguarding Team	Attendance at termly DSL network events, where possible, to refresh knowledge and skills
	Designated Teacher for Looked After Children	Designated Teacher Training	Surrey Virtual School https://www.surreyvirtualschool.org.uk/training-and-events/designated-teachers/	As required to secure up to date knowledge & skills
		Healthy outcomes for children who are looked after	SSCB Training http://www.surreyscb.org.uk	As required to secure up to date knowledge & skills

	SENDCo	Safeguarding Disabled Children	SSCB Training http://www.surreyscb.org.uk	As required to secure up to date knowledge & skills
		Safeguarding Disabled Children with a focus on autism	SSCB Training http://www.surreyscb.org.uk	As required to secure up to date knowledge & skills
	For those who are involved in recruitment	Safer Recruitment	SSCB from late 2019 or other accredited provider	Completed as soon as required and refresher training as required
		Foundation Module 1 Foundation Module 2	SSCB Training http://www.surreyscb.org.uk	Completed within first year of employment
	For those who attend core groups and CP meetings			
Recommended Professional Development	Learning from Serious Case Reviews, Domestic Homicide Reviews and Audits	SSCB Training http://www.surreyscb.org.uk	As required	
	Disguised Compliance	SSCB Training http://www.surreyscb.org.uk	As required	
	Healthy outcomes for children who are looked after	SSCB Training http://www.surreyscb.org.uk	As required	
	Building Professional Confidence in Responding to Self-Harm	SSCB Training http://www.surreyscb.org.uk	As required	
	Safeguarding Disabled Children	SSCB Training http://www.surreyscb.org.uk	As required	
	Safeguarding Disabled Children with a focus on autism	SSCB Training http://www.surreyscb.org.uk	As required	

		Parental Substance Misuse and its Impact on Children	SSCB Training http://www.surreyscb.org.uk
		Neglect	SSCB Training http://www.surreyscb.org.uk
		Working with complexity/resistance	SSCB Training http://www.surreyscb.org.uk
		Child Exploitation and Building Resilience	SSCB Training http://www.surreyscb.org.uk or other accredited provider
		Children & Young People who harm sexually – An Introduction	SSCB Training http://www.surreyscb.org.uk

Group E

Middle Leaders, Heads of Key Stage, Heads of Year, Pastoral Care Team

<p>Group E Middle Leaders, Heads of Key Stage, Heads of Year, Pastoral Care Team</p>	<p>Mandatory</p>	<p>What to Do if publication</p>	<p>Safeguarding Induction with Line Manager / DSL- Discuss, read, sign for & keep document</p>	<p>Provided within the first week of employment/volunteering and thereafter annual circulation</p>
		<p>Keeping Children Safe in Education publication PART 1 and Annex 1a</p>	<p>Safeguarding Induction with Line Manager /DSL - Discuss, read, sign for & keep document</p>	<p>Provided within the first week of employment/volunteering and thereafter annual circulation</p>
		<p>Working Together to Safeguard Children with Awareness Raising of: Anti-Bullying Criminal Exploitation Child Sexual Exploitation Children Missing Education Domestic Abuse Elective Home Education FGM/Breast Ironing Forced Marriage Honour Based Violence Modern Day Slavery Online Safety Prevent & Channel Peer Abuse Effective Family Resilience and any other specific safeguarding issues as per KCSIE</p>	<p>Whole school training delivered by DSL or other accredited provider</p>	<p>Completed within the first 3 months of employment and refresher training every 2 years</p>

		Channel Awareness/Prevent	Online Home Office training modules https://www.elearning.prevent.homeoffice.gov.uk/	Completed within the first 3 months of employment and refresher training annually
		Child Exploitation – to include Criminal /Gangs, Sexual Exploitation, Modern Day Slavery & Trafficking	School training delivered by DSL or other accredited provider	Completed within the first year of employment and refresher training every 2 years
		Domestic Abuse	SSCB Training http://www.surreyscb.org.uk School training delivered by DSL or other accredited provider	Completed within the first year of employment and refresher training every 2 years
		Female Genital Mutilation	Home Office or SSCB e-learning www.fgmelearning.co.uk	Completed within the first 6 months of employment and refresher training every 2 years
		Forced Marriage	E Learning Foreign Office or SSCB http://www.safeguardingchildren.co.uk/resources/awareness-of-forced-marriage-register-for-training/	Completed within the first 6 months of employment and refresher training every 2 years
		Safer Recruitment	SSCB from late 2019 or other accredited provider	As required and required refresher training

Recommended for professional development – dependent on role & responsibilities	DSL New to Role	Education Safeguarding Team or accredited provider	As required
	DSL Network Meetings	Education Safeguarding Team	As required
	Learning from Serious Case Reviews, Domestic Homicide Reviews and Audits	SSCB Training http://www.surreyscb.org.uk	As required
	Working with complexity/resistance	SSCB Training http://www.surreyscb.org.uk	As required
	Healthy outcomes for children who are looked after	SSCB Training http://www.surreyscb.org.uk	As required
	Building Professional Confidence in Responding to Self-Harm	SSCB Training http://www.surreyscb.org.uk	As required
	Safeguarding Disabled Children	SSCB Training http://www.surreyscb.org.uk	As required
	Child Exploitation and Building Resilience	SSCB Training http://www.surreyscb.org.uk or other accredited provider	As required
	Children & Young People who harm sexually – An Introduction	SSCB Training http://www.surreyscb.org.uk	As required
	Safeguarding Disabled Children with a focus on autism	SSCB Training http://www.surreyscb.org.uk	As required

Group F

Executive Headteacher, Headteacher, Head of School, Deputy & Assistant Headteachers, Governors

<p>Group F Executive Headteacher, Headteacher, Head of School, Deputy & Assistant Headteachers, Governors.</p>	<p>Mandatory</p>	<p>What to Do if publication</p>	<p>Safeguarding Induction with Line Manager / DSL- Discuss, read, sign for & keep document</p>	<p>Provided within the first week of employment/volunteering and thereafter annual circulation</p>
		<p>Keeping Children Safe in Education publication – Full document</p>	<p>Safeguarding Induction with Line Manager /DSL - Discuss, read, sign for & keep document</p>	<p>Provided within the first week of employment/volunteering and thereafter annual circulation</p>
		<p>Working Together to Safeguard Children with Awareness Raising of: Anti-Bullying Criminal Exploitation Child Sexual Exploitation Children Missing Education Domestic Abuse Elective Home Education FGM/Breast Ironing Forced Marriage Honour Based Violence Modern Day Slavery Online Safety Prevent & Channel Peer Abuse Effective Family Resilience and any other specific</p>	<p>Whole school training delivered by DSL or other accredited provider</p>	<p>Completed within the first 3 months of employment and refresher training every 2 years</p>

		safeguarding issues as per KCSIE		
		Channel Awareness/Prevent	Online Home Office training modules https://www.elearning.prevent.homeoffice.gov.uk/	Completed within the first 3 months of employment and refresher training annually
		Child Exploitation – to include Criminal /Gangs, Sexual Exploitation, Modern Day Slavery & Trafficking	School training delivered by DSL or other accredited provider	Completed within the first year of employment and refresher training every 2 years
		Domestic Abuse	SSCB Training http://www.surreyscb.org.uk or School training delivered by DSL or other accredited provider	Completed within the first year of employment and refresher training every 2 years
		Female Genital Mutilation	Home Office or SSCB e-learning www.fgmelearning.co.uk	Completed within the first 6 months of employment and refresher training every 2 years
		Forced Marriage	E Learning Foreign Office or SSCB http://www.safeguardingchildren.co.uk/resources/awareness-of-forced-marriage-register-for-training/	Completed within the first 6 months of employment and refresher training every 2 years

		Safer Recruitment	SSCB from late 2019 or other accredited provider	Completed within the first 6 months of employment and refresher training every 2 years
		Managing Allegations Against Staff and Volunteers: Education Staff Only	SSCB Training	SSCB Training
Recommended for professional development – dependent on role & responsibilities		Learning from Serious Case Reviews, Domestic Homicide Reviews and Audits	SSCB Training http://www.surreyscb.org.uk	As required
		Healthy outcomes for children who are looked after	SSCB Training http://www.surreyscb.org.uk	As required
		Building Professional Confidence in Responding to Self-Harm	SSCB Training http://www.surreyscb.org.uk	As required
		Online Safety	SSCB Training http://www.surreyscb.org.uk or other accredited provider	As required
		Safeguarding Disabled Children	SSCB Training http://www.surreyscb.org.uk	As required
		Safeguarding Disabled Children with a focus on autism	SSCB Training http://www.surreyscb.org.uk	As required
		Children & Young People who harm sexually – An Introduction	SSCB Training http://www.surreyscb.org.uk	As required