

## Designated Safeguarding Leads (DSL) Secondary Forum Minutes

Thursday 19<sup>th</sup> April 2018 1600 to 1730  
 At Upton Court Grammar School, Lascelles Road, Slough SL3 7PR

Attended:	Apologies:
Jatinder Matharu- Education Safeguarding Officer and Chair	Helen Tinsley – Ditton Park Academy
Theresa Richardson & Lorraine Flegg– Lynch Hill Enterprise Academy	Famida Rawoot – Eden Girls School
Penny Earle – Upton Court Grammar School (Host)	Mike Tomlinson – St Bernard’s Catholic School
Mike Gaffin – Beech wood School	<b>Absent:</b>
Sumen Bains for Laura Campbell – Wexham School	S&E School
Radhi Nanalal - Baylis Court School	Abvourvale School
Alison Oxley – Herschel Grammar School	Madni Institute
Simon Cook – Langley Grammar School	Long Close School
Velvet Shepherd – Langley Academy	St Josephs Catholic High School
Rob Harris – Reaching Every Generation	Westgate School
Naheem Bashir – Prevent Coordinator (SBC)	The Grove
Rabena Sharif – Prevent Education Officer (SBC)	Langley Grammar School
	Haybrook College

Item	Subject	Owner
1.	<b>Welcome and introductions</b> <ul style="list-style-type: none"> <li>• JM welcomed the group and guests.</li> <li>• The minutes were signed off as a true reflection.</li> <li>• The Terms of Reference were also signed off by the group.</li> </ul>	JM
2.	<b>Communication platforms</b> <ul style="list-style-type: none"> <li>• An update on the <b>LINK</b> website and newsletter was provided.</li> <li>• A <b>programme of key DSL dates</b> was circulated to the group for the year ahead which includes key dates, policy and guidance dates and dates of local projects being rolled out.</li> <li>• <b>Egress:</b> A discussion following the last meeting regarding secure emails (Egress) and the costs. JM fed back that the LA could not fund these accounts directly. The implementation of GDPR will increase the requirement to manage our data more securely therefore may result in a need for schools to require more secure accounts through egress.</li> </ul> <p><b><u>Action: JM to take back EGRESS costs for discussion to be purchased by the LA and then schools purchase via a SLA from LA as it works out cheaper. Alison Oxley to send costs to JM to aid discussions with LA.</u></b></p>	All

	<ul style="list-style-type: none"> <li>• <b>GDPR</b> – Linking to Egress the group discussed GDPR developments. Schools along with other services need to be compliant for data protection reasons by 25th May 2018. A wider discussion was held on GDPR and the support on offer. JM advised the group the LA will be providing a Data Protection officer (DPO) service which schools can buy into.</li> </ul> <p><b>Action: JM to circulate contact details of the LA Lead Alex Cowen and email of resources from DfE to help schools map their data flow.</b></p> <p>Please contact Alex Cowen, IT &amp; Business Relationship Manager for more information on 07715799429   <a href="mailto:Alexander.Cowen@slough.gov.uk">Alexander.Cowen@slough.gov.uk</a></p> <p>A detailed discussion about the sharing of sensitive data via non secure emails and exchanges of information was discussed. In light of data protection and the GDPR coming into effective is providing everyone an opportunity to review existing processes and ensure they send any information which details a child or family to be identified (even using abbreviations for names) to be done so via secure email. This includes any updates for CP meetings and reviews.</p> <p>DfE has just issue some new GDPR guidance on 23.04.2018 which can be accessed here:  <a href="https://www.gov.uk/government/publications/data-protection-toolkit-for-schools">https://www.gov.uk/government/publications/data-protection-toolkit-for-schools</a></p>	
3.	<p><b>Training Needs for Schools</b></p> <ul style="list-style-type: none"> <li>• <b>Training mapping</b> is complete and will be uploaded on the LINK website which will include internal/external training and a range of resources for young people, teachers and parents.</li> <li>• The <b>school’s safeguarding needs</b> (survey monkey) has been complete with 80% response and analysed.             <ul style="list-style-type: none"> <li>- A new to the role of DSL specific module for the autumn has been scheduled for the 1<sup>st</sup> October 2018.</li> <li>- A module for experienced DSL will also be developed.</li> <li>- Safer Recruitment Training will also be scheduled</li> </ul> </li> </ul> <p><b>Action: All to notify JM of any changes in DSL so the database can be amended accordingly.</b></p> <ul style="list-style-type: none"> <li>• The <b>LSCB</b> is also reviewing their multi agency safeguarding training. It was discussed that the multi agency training and the DSL training should be completed in succession every 2 years. Further details to follow next term.</li> <li>• JM shared the themes from the TNA, audits and the safeguarding conference which have all highlighted the concerns teaching staff have about <b>young people’s mental wellbeing</b>. The focus for 2018-19 will be developing and promoting young people’s mental health. JM is meeting with Children’s Commissioning Group (CCG) as they are looking to recommission services which do not hit CAMHS thresholds but require low level interventions. The group shared current resources such as in school counsellors, mentors, drama therapist (for young children), SEBDOS, Anna Freud online services and the limited services of school nursing.</li> </ul> <p><b>Action: JM to feedback group’s input to the discussions with CCG.</b></p>	JM

4.	<p><b>Gangs Research</b></p> <p>Reach Every Generation has been commissioned by Slough Borough Council and Thames Valley Police to undertake a full consultation of gang related crime in the borough. Rob Harris represented on behalf of Gavin McKenna to give an update on the work they are doing across the partnership and want to hear the voice of schools and young people to inform their research which will ultimately inform service developments.</p> <p>If you are interested in getting involved please contact: Gavin McKenna 0800 001 6862 within the next 4 weeks.</p> <p><a href="mailto:gavin.mckenna@reacheverygeneration.com">gavin.mckenna@reacheverygeneration.com</a>   <a href="mailto:admin@lifelinxs.co.uk">admin@lifelinxs.co.uk</a>  <a href="mailto:info@reacheverygeneration.com">info@reacheverygeneration.com</a></p>	Rob Harris
5.	<p><b>Prevent Update</b></p> <p>JM introduced Rabena Sharif as the new Prevent education Officer. Both Rabena and Naheem provided an update and are happy to be contacted for support in schools for training and policy development.</p> <p>Rabena is currently reviewing the current training materials and will be providing new resources shortly.</p> <p><b>Rabena Sharif   Prevent Education Officer   Mobile: 07928 655038  </b>  <a href="mailto:rabena.sharif@slough.gov.uk">rabena.sharif@slough.gov.uk</a></p>	Naheem Bashir & Rabena Sharif
6.	<p><b>Updates</b></p> <ul style="list-style-type: none"> <li>The successful <b>Safeguarding in Education Conference</b> took place on the 27th March 2018 and was very well attended. The group were impressed by the event and the quality of the speakers especially Maz and Andrew Hall.</li> <li><b>Best Practice Safeguarding Policy Guidance</b> – has been drafted and will be circulated to schools to use and refresh their own school policy. It has guidance notes and tips on what should be covered in a safeguarding policy. <u>To follow via email.</u></li> <li><b>Children who abscond from school settings policy (Draft):</b>        A discussion was held with the group about draft new local guidance in relation to their views on truancy and absconding. This guidance has been produced following a number of incidents where children have absconded off school site and the school are not aware where these children/young people (CYP) are which have required an investigation following external reports to the LA. There appears to be some differences between the phases where CYP go missing. Whilst they are in school they are our responsibility and we have a <i>duty of care</i> to ensure they are safe and we know where they are.</li> </ul> <p><b><u>Action: JM would welcome any thoughts and views on this subject matter before the guidance is finalised.</u></b></p> <ul style="list-style-type: none"> <li>Further details will be shared on the <b>Healthy Choices programme</b> which is due to be rolled out to Schools in autumn 2018 to enhance and run along side PHSE lessons before the end of the term.</li> <li><u>For the attention of any through schools:</u> <b>‘Click’</b> - ‘Click’ is the cyber-crime prevention production which is being rolled out to <b>year 6</b> students. Slough’s sessions will run between 8<sup>th</sup> - 12<sup>th</sup> November 2018.</li> </ul>	JM

	<ul style="list-style-type: none"> <li>• <b>On Sat 6<sup>th</sup> Oct 2018, 'International Day of the Girl Celebration'</b> will be held at Upton Court Grammar School, for female students in <b>Year 9 – 13</b> to attend a day of workshops, information and networking in recognition of the global annual event. Please contact Nadine Barrett directly book: <a href="mailto:nadine.barrett@slough.gov.uk">nadine.barrett@slough.gov.uk</a>   01753 875450   07753229827 by end of summer term in July you respond to secure the number of places you require for your students to attend (names will not have to be confirmed until 14th Sept).</li> <li>• <b>DA updates</b> on the new services, Hestia and Victim Support Hub were shared and how to work confidently with Operation Encompass.</li> <li>• JM is working with a new provider to develop an online audit tool. JM asked for volunteers for development of <b>web based audit tool</b> (Sec175). Radhi (Baylis Court) and Theresa (LHEA) kindly offered to be the secondary reps for the development. Date to look at the questions is 9<sup>th</sup> May 2018. This web based tool will benefit two fold;             <ul style="list-style-type: none"> <li>- Help you complete a health check against your safeguarding duty and support your annual safeguarding returns to your governing bodies</li> <li>- Comply with the Section 175/157 requirements under the Education Act for the LSCB</li> </ul> </li> </ul> <p><b>Upcoming DfE Consultations:</b>            JM shared 2 consultations which the DfE have published:</p> <ul style="list-style-type: none"> <li>• Out of schools Education Settings (Private tutors)  <a href="#">Out-of-school education settings: report on the call for evidence conducted November 2015 to January 2016 (PDF)</a></li> <li>• Elective Home Education; a call for evidence (close date 02.07.2018)  <a href="#">Elective home education: call for evidence: government consultation (PDF)</a></li> </ul>	
7.	<p><b>Next Meeting agenda</b></p> <ul style="list-style-type: none"> <li>• Keeping Children Safe in Education 2018</li> <li>• Early Help and Slough LSCB Thresholds launch</li> <li>• Children who abscond from school settings policy</li> <li>• Complaints Process Guidance</li> <li>• Learning from Serious case reviews (SCR)/LADO reviews and Safeguarding investigations.</li> <li>• New dates for DSL forums 2018-19 – bring your diaries</li> </ul>	All
8.	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• Group to email any topics to be covered at next DSL meeting</li> </ul>	All
9.	<p><b>Dates of future meetings</b>            To be held at Upton Court Grammar School, Lascelles Road, Slough SL3 7PR</p> <ul style="list-style-type: none"> <li>• Thursday 27<sup>th</sup> September 2018 from 1600 to 1730.</li> </ul>	All