

**NSPCC Self-Assessment Safeguarding Audit**

It is split into 5 broad areas of safeguarding, which are spilt into further questions within these areas. There are a total of 78 questions.

1. **Leadership and Governance**
2. **Policies and Procedures**
3. **Recognising and responding to Children and Young people**
4. **Supporting children and families**
5. **Adults working with children and young people**

You have the option of reading further guidance on these specific areas and answering yes, no or partially met, along with comments but you are unable to attach documents. Once completed you will get an action plan detailing the questions you have answered and where areas are partially met you can set yourself a target.

**Leadership and Governance**

In this section, 8 questions about whether your organisation has processes in place to monitor your safeguarding and child protection activity.

Leadership

1. Does your school have a nominated child protection lead and deputy?
2. Is the nominated child protection lead trained and supported to enable them to carry out their role?
3. Does everyone know who the nominated child protection lead and their deputy are, and how to contact them?
4. Do the safeguarding and child protection leaders keep up to date with the latest child protection news and developments?

Governance

1. Does your school have a named governor or trustee for safeguarding and child protection?
2. Have all your governors or trustees undertaken child protection training to ensure they have the knowledge and information needed to carry out their responsibilities?
3. Do all your governors or trustees understand the importance of providing children and families with help as soon as a problem emerges, and do they know how the school provides
4. Is safeguarding and child protection regularly discussed at governors' or trustees' meetings?
5. Does your nominated child protection lead provide governors or trustees with evidence to show that the school meets all its statutory safeguarding and child protection duties?

**Policies and procedures:**

This section will ask you 18 questions about your written policies and procedures to help make sure you are prioritising children’s welfare.

1. Do you have a written safeguarding and child protection policy that sets out your commitment to keeping all children and young people safe?
2. Does your school have clear written procedures for responding to child protection concerns?
3. Have all school staff and volunteers read, understood and agreed to follow your safeguarding and child protection policy and procedures?
4. Do parents, carers and children know about and understand your safeguarding and child protection policy and procedures?
5. Do you have a policy and procedures for recording and storing information about child protection concerns?

Keeping children safe in and out of school (supervision)

1. Do you take appropriate steps to keep children safe throughout the school day, including when they are not in lessons?
2. Do you put measures in place to keep children safe when off school premises, and respond to safeguarding and child protection incidents that might happen outside school hours?
3. Do you take appropriate steps to keep children safe online?
4. Do you have an up-to-date policy and procedures about organising work experience placements for your students, which comply with relevant legislation and guidance?
5. Do you have a policy and procedures about taking, storing and sharing photographs and images of children?

Multi agency working

1. Do your safeguarding and child protection leaders have a good working knowledge of local safeguarding arrangements and multi-agency safeguarding and child protection procedures?
2. Does your school contribute effectively to local child protection inter-agency processes such as multi-agency child protection meetings?
3. Does your school work with other agencies to provide children and families with support as soon as a problem emerges?
4. Do your safeguarding and child protection leaders know how to escalate concerns if they do not think another agency is taking appropriate action to keep a child safe?

Complaints and whistleblowing

1. Do you have a complaints procedure, which is easily available to parents and carers?
2. Does your procedure for responding to complaints include clear instructions on what to do if a safeguarding or child protection concern is raised?
3. Does your school have a whistleblowing policy and procedures, which set out the steps you
4. Do all school staff and volunteers know how to raise concerns about wrongdoing and feel supported in doing so?

**3. Recognising and responding to child protection**

This section will ask you 19 questions about a variety of topics to ensure staff and volunteers can recognise and respond to signs of abuse or neglect.

1. Are all your staff and volunteers able to recognise the signs of abuse and neglect?
2. Do all your staff and volunteers know how to respond to a direct disclosure of abuse or neglect?
3. Are all staff and volunteers confident about reporting child protection concerns?
4. Do staff and volunteers at different levels understand their own role and responsibilities regarding safeguarding and child protection?
5. Do you make sure all visitors to the school know how to report concerns about a child's welfare?
6. Do all your children and young people feel comfortable about raising concerns with an adult? Are they confident that they will be listened to, taken seriously and responded to appropriately?
7. Does your school have a clear confidentiality policy which everyone is aware of and understands?

Child on child abuse

1. Does your school have measures in place to prevent and respond to all forms of child-on-child abuse, inside and outside school?
2. Do you regularly review your measures to tackle child-on-child abuse, to ensure they are working effectively?
3. Are your board of governors or trustees aware of the measures you are taking to prevent and respond to child-on-child abuse?
4. Do you have measures in place to support children who have been affected by child-on-child abuse?

Criminal exploitation

1. Does your school have appropriate measures in place to identify and protect children at risk of county lines?
2. Are you taking steps to protect children who may be at risk of or experiencing trafficking?
3. Do you have measures in place to protect children from sexual exploitation?

Online Safety

1. Do all your staff and volunteers know how to recognise and respond appropriately to concerns about online abuse?
2. Does everyone in your school know what to do if they find inappropriate or harmful content on a school computer or device?

Practices linked to culture, faith and beliefs

1. Does your school recognise that certain practices linked to culture, faith and beliefs may put children at risk of abuse, and act appropriately to keep children safe?

Radicalisation and extremism

1. Does your school meet its duty to protect children and young people from radicalisation and extremism?
2. Do you take appropriate steps to stop children receiving, accessing or coming across extremist material?

**4. Supporting children and families**

This section focuses on 22 questions about your school ethos, pastoral care, managing behaviour and supporting children with additional needs.

School ethos

1. Does your school have a culture of mutual respect and support?
2. Do you listen to and take account of children and young people's views?
3. Do you proactively promote mental wellbeing and encourage children to talk to an adult if there is ever anything worrying them?
4. Does your school recognise that some children may experience extra challenges which can have an impact on their welfare and do you put measures in place to support them and promote diversity?
5. Are safeguarding and child protection issues embedded throughout the school curriculum?
6. Is your school safeguarding curriculum relevant to a diverse range of groups, including disabled children, those from Black, Asian and minority ethnic communities and LGBTQ+ children and young people?

Pastoral care

1. Does your school have a proactive and accessible pastoral support system for all children and young people?
2. Do you actively promote services such as Childline for children and young people who want confidential support and/or who feel unable to talk to adults in school?
3. Do the pastoral care team work with the nominated child protection lead to respond any safeguarding and child protection issues and provide children with appropriate support?
4. Is support provided to children and families as soon as a problem emerges?
5. Do you proactively build good relationships with parents and carers, helping them build an understanding of safeguarding and child protection issues and working together in the best interests of every child or young person?
6. Do you take steps to support children and families who are facing challenges such as domestic abuse, parental mental health issues and/or parental substance misuse issues?
7. Do you monitor children and young people's attendance and have clear procedures that are followed when a child's absence causes concern?
8. Do you give children and young people opportunities to talk about and reflect on any upsetting experiences?

Children with extra support needs

1. Does your school work with other agencies as appropriate to support children who have experienced abuse?
2. Do you take extra measures to protect disabled children from abuse?
3. Do you have a policy and procedures for supporting children with continence issues and providing intimate care as appropriate?
4. Are you aware of children and young people who are living in care or private fostering or have done so in the past, and are there measures in place to give them the support they need?
5. Do you have appropriate measures in place to enable you to identify, support and protect any unaccompanied asylum seeking children in your school?
6. Do all your staff and volunteers understand how to recognise and respond to concerns about a child's mental health and know what to do if they are worried about a child's safety?

Managing behaviour

1. Do all your staff and volunteers understand that there may be many reasons why children and young people display behaviour perceived to be challenging and are they able to respond appropriately?
2. Do you take appropriate steps to ensure that any use of reasonable force to control or restrain children and young people complies with national legislation and guidance?
3. Does your school take steps to safeguard children who are excluded from school?

**5. Adults working with children**

In this section, you’ll be asked 9 questions about safer recruitment, staff and volunteer behaviour and training.

Recruitment of staff and volunteers

1. Does your school have policies and procedures in place that clearly set out how you will recruit staff and volunteers and what steps you will take to check they are suitable to work with children?
2. Are all your hiring managers trained to follow safer recruitment processes?
3. Do you keep a central record of all checks carried out on staff, including supply and agency staff?
4. Do you take appropriate measures to make sure any adults visiting school are suitable to work with children?

Staff and volunteer behaviour

1. Does your school have a code of conduct for staff and volunteers that everyone has read, understood and agreed to follow?
2. Do you have clear procedures for managing allegations of abuse against a member of staff or volunteer?
3. Do all staff and volunteers know what to do if they are concerned about the behaviour of another adult in school?
4. Do you take appropriate steps to respond to any concerns that a member of staff or volunteer might have been involved in an incident outside school, which did not involve children but could have an impact on their suitability to work with children?

Training

1. Have all school staff and volunteers completed safeguarding and child protection training that is appropriate to their role, and is this regularly updated?