

Oswald Road Primary School Improvement Plan 2017/18

Stay Safe



Stay Safe 2017/18 Priority 1 - PREVENT				
Co-ordinator: Donna Wealleans	Year 2017/18	Cost of plan: £3200		
Action(for each action include briefly 'how' and what the intended impact on the provision will be)	Lead person accountable for the action	Time Scale Start and End dates (W/C)	CPD	Resources/Costs /Time
<p>Leadership and Values/Risk Assessment:</p> <p>ACTION: 1.To ensure that the risk of children being drawn into terrorism is assessed and reduced as a result. To prohibit extremist views in school.</p> <p>HOW:</p> <ul style="list-style-type: none"> - Deputy DSL to complete Home Office PREVENT Training. - All staff to have read 'Keeping Children Safe in Education' Sept 2016 - To complete a risk assessment and actions document. - Staff have had updated training in their duties as set out in The Prevent Duty (June 2015). - All staff to read the updated Safeguarding Policy (Sept 2017) - The Prevent Lead has informed staff about signs and indicators of radicalisation through Safeguarding Training and Prevent Duty Training through Newsletter at the start of a staff meeting. - Update the PREVENT Policy and Safeguarding Policy. - Threat document to be updated. - Evacuation and In evacuation flow chart document to be created. <p>IMPACT: Staff can demonstrate a general understanding of the risks exposed to children and Young people. All staff understand how to record and report concerns regarding risk of radicalisation. Staff complete a log of concern about a child's welfare as they would do for any other Safeguarding issue. All staff know who the Prevent Lead is and that this person acts as a source of advice and support. All staff are aware of the prevent duty and their responsibility around ensuring that children are not exposed to extremist views</p>				
	Donna	10/10/17		
	Staff (Lisa to monitor log)	13/10/17		Training free through MSCB
	Lisa/Donna	16/10/17		
	Lisa/Donna	11/12/17	Online Unit	Staff meeting or Inset time needed for staff to complete online unit.
	Staff (Donna to email out)	23/10/17		
	Donna	18/10/17		
	Lisa/Donna	16/10/17		
	Lisa/Donna	16/10/17		
	Sarah N	30/10/17		

<p>Working in Partnership</p> <p>ACTION:2.To ensure that the school demonstrates effective compliance with the duty and that effective partnerships are formed.</p> <p>HOW: -The school curriculum is used to provide education to our pupils around issues included in the Prevent Duty. Taught through the new PSHE Curriculum and British Values. - The Prevent Lead makes appropriate referrals to other agencies including the LA Multi- Agency Safeguarding Hub (MASH) and Channel Panel - The PREVENT Policy to include clear procedure for referrals. - DSL to attend PREVENT Training.</p> <p>IMPACT:Staff record and report concerns in line with existing policies and procedures. All staff record and report concerns using the school's online system. Records of referrals are kept in the Safeguarding File. Referrals are followed up appropriately</p>	<p>Donna</p> <p>Donna/Lisa</p> <p>Lisa Donna</p>	<p>20/11/17</p> <p>When ref needed.</p> <p>16/10/17</p>		<p>£3200</p> <p>Free through MSCB</p>
<p>Staff Prevent Training</p> <p>ACTION:3.To identify children at risk of being drawn into terrorism and to challenge extremist ideas appropriately.</p> <p>HOW: - Prevent Leads/DSL ensures their training is up to date - Prevent Leads provide advice and support to staff on protecting pupils from the risk of radicalisation. - All staff have had Prevent Duty training and have up to date safeguarding training including verbal updates in weekly meetings at school. - Prevent information to be shared on the school website. - Governor workshop to include PREVENT</p> <p>IMPACT: Staff at the school know who the most vulnerable children/groups are in school regarding potential exposure to extremist views and monitor them accordingly whilst ensuring that the curriculum in school (that reflects the Prevent Duty) is delivered to reduce the risk.</p>	<p>Donna/Lisa Donna/Lisa</p> <p>Staff</p> <p>Ellie/Lisa Donna/Lisa</p>	<p>10/10/17 Termly update</p> <p>11/12/17</p> <p>10/10/17 16/11/17</p>	<p>Online Unit</p>	<p>Free through MSCB</p> <p>Staff meeting or Inset time needed for staff to complete online unit. Governor training afternoon</p>
<p>IT Policies</p> <p>ACTION: 4.To ensure that children are safe from terrorists and extremist material when accessing the internet in school.</p> <p>HOW:</p>				

<ul style="list-style-type: none"> - The school has reviewed policies in place which make reference to the Prevent Duty and effective filters are in place when using the internet - Children are taught about on-line safety with specific reference to the risk of radicalisation where appropriate – linked into Computing Curriculum. - Update E-safety Policy - Update Acceptable Use Policy - Update Anti-bullying Policy <p>IMPACT: Policies are updated and the curriculum reflects this duty. Staff are aware of the procedures and policies in place. All stakeholders are aware it is their duty to ensure that children are safe from terrorists and extremist materials. The Internet system and filters are strong.</p>	<p>Lisa/Jacquie</p> <p>Fiona/Kass supporting for EYFS</p> <p>Fiona and Natalie G Sarah N and Helen A Kathryn and Jacquie</p>	<p>13/11/17</p> <p>27/11/17</p> <p>27/11/17 6/11/17 6/11/17</p>		<p>Online Resources</p>
<p>Building Resilience to Radicalisation ACTION: 5.To build children’s resilience to radicalisation</p> <p>HOW:</p> <ul style="list-style-type: none"> - New PSHE Curriculum has BV and SMSC embedded (see PSHE Plan). - Pupils are taught about the diverse national, regional and ethnic identities in the UK and the need for mutual respect through the new Curriculum. - The school is working towards the Level 2 Rights and Respecting Award. The Rights and Respecting curriculum is embedded across school with a focus on resilience and empathy. - Create a section on the website for Prevent resources for our Parents/Carers - Leaflet for Parents and Carers <p>IMPACT: Parents/Carers feel informed of the risks with the aim to protect children in the same way at home. Pupils have a “safe environment” in which to discuss controversial issues at school. Pupils develop “the knowledge, skills and understanding to prepare them to play a full and active part in society” through the Right Respecting Programme and other curriculum activities; pupils are also able to explore political, religious and social issues via this too. British Values are integrated into the curriculum with a focus on diversity and developing tolerance of others.</p>	<p>Donna and Laura Taylor Natalie G and Khadijah</p> <p>Kathryn Whalley linked to Jacquie in our team</p> <p>Lisa/Ellie</p> <p>Lisa/Ellie</p>	<p>20/11/17 20/11/17</p> <p>(See Rights SIP Plan)</p> <p>10/10/17</p> <p>10/10/17</p>		<p>Half a staff meeting to launch with Staff</p>
<p>Monitoring</p>				

Who	What	Where	When	How	External Validation
Donna and the Team Deborah Governors	SIP Inset Review of SIP Plan Sent to Governors	In house - -	27/09/17 12/10/17 20/10/17	- Meeting inhouse. - Review of SIP Plan - Debs to send plans to governors to review. - On School Website	Jane Murphy
Parents/Carers Donna	Plan to be shared Share plan with PREVENT LA PREVENT Lead Jane Murphy	School Website Via email	20/11/17 20/11/17		
Donna and Team	RAG of actions	In house	Half termly	- RAG Plan and action meetings.	

Impact:Evaluation *Have the intended outcomes been achieved? What are the key strengths and development points?*

SUCCESS CRITERIA	MILESTONES	EVIDENCE OF IMPACT FROM MONITORING
<ol style="list-style-type: none"> Staff can demonstrate a general understanding of the risks exposed to children and Young people. All staff understand how to record and report concerns regarding risk of radicalisation. Staff complete a log of concern about a child's welfare as they would do for any other Safeguarding issue. All staff know who the Prevent Lead is and that this person acts as a source of advice and support. All staff are aware of the prevent duty and their responsibility around ensuring that children are not exposed to extremist views. Staff record and report concerns in line with existing policies and procedures. All staff record and report concerns using the school's online system. Records of referrals are kept in the Safeguarding File. Referrals are followed up appropriately. Staff at the school know who the most vulnerable children/groups are in school regarding potential exposure to extremist views and monitor them accordingly whilst ensuring that the curriculum in school (that reflects the Prevent Duty) is delivered to reduce the risk. 		

<p>4. Policies are updated and the curriculum reflects this duty. Staff are aware of the procedures and policies in place. All stakeholders are aware if of their duty to ensure that children are safe from terrorists and extremist materials. The Internet system and filters are strong.</p> <p>5. Parents/Carers feel informed of the risks with the aim to protect children in the same way at home. Pupils have a "safe environment" in which to discuss controversial issues at school. Pupils develop "the knowledge, skills and understanding to prepare them to play a full and active part in society" through the Right Respecting Programme and other curriculum activities; pupils are also able to explore political, religious and social issues via this too. British Values are integrated into the curriculum with a focus on diversity and developing tolerance of others.</p>		
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END OF YEAR EVALUATION	NEXT STEPS

Stay Safe 2017/18
Priority 2–Online Safety

Co-ordinator: Donna Wealleans	Year 2017/18	Cost of plan: No specific cost other than staff time		
Action(for each action include briefly 'how' and what the intended impact on the provision will be)	Lead person accountable for the action	Time Scale Start and End dates (W/C)	CPD	Resources/Costs/Time
<p>ACTION:To complete a self-evaluation process for Online Safety and then create an Online Safety Strategy.</p> <p>HOW:</p> <ul style="list-style-type: none"> - Complete a self-evaluation process for Online Safety. - Create an Online Safety Strategy. - Staff to be trained and complying with the Online Safety Strategy and Policy at the beginning of staff meetings. Where issues are raised full debriefs to take place. - Reporting and incident management process to be monitored and CPOMS and through evaluations of cases when needed. <p>IMPACT: An online Safety Strategy is created and all staff are aware and following policies. Outstanding actions are addressed and online security tightened leading to reduction of online incidents reported in and out of school.</p>	<p>Fiona and Laura Th Fiona and Laura Th Fiona and Laura Th</p> <p>Lisa and Phase Leads</p>	<p>6/11/17 27/11/17 13/12/17</p> <p>When incidents arise</p>	<p>Staff</p>	<p>Staff meeting time 15mins needed</p>
<p>ACTION:To educate all of our Stakeholders in the importance of Online Safety.</p> <p>HOW:</p> <ul style="list-style-type: none"> - Workshop for Parents and Careers. - Safeguarding Carousel Afternoon for Governors. - Online Safety Steering Group of children established to look at Current Gaming/Social Media issues ad to ensure that the Strategy is managed. Parent/Carer questionnaire input before each group meeting. - Review of current Computing Curriculum. - Weekly Safeguarding Focus in the School Newsletter linked to ESafety. - Workshops for Year 5/6 to action current issues. <p>IMPACT: Current issues are identified quickly and a rapid response is actioned. Stakeholders are provided with all the information they</p>	<p>Lisa Donna/Lisa Lisa and Laura Taylor 5/6, Karen Whittick and Kass, EYFS Alex C years 1/2 Rashmina and Helen A 3/4</p> <p>Fiona and Natalie G Jacquie/Lisa/Donna</p> <p>Natalie G and Lisa Ellie to communicate to Parents.</p>	<p>12/10/17 16/11/17 1st W/b 6/11/17 8/01/18 19/03/18 14/05/17</p> <p>4/12/17 Weekly</p> <p>6/11/17 8/01/18 19/03/18 14/05/17</p>	<p></p>	<p>Gov training afternoon Half termly steering groups</p> <p>Fiona release</p>

require to support themselves and the children.				
<p>ACTION: To ensure we compliance with Data Protection, including the new GDPR changes.</p> <p>HOW: SN to attend briefing on requirements on new legislation due May 2018 Carry out ICO audit on current practices and identify areas to develop/strengthen Presentation to FGB on the new requirements of the laws Develop Records Management Policy Update Data Protection Policy (One Education) Carry out Information Audit across whole school Feedback to staff as to the implications across the school on the new provisions Recruit DPO (Data Protection Officer)</p> <p>IMPACT: School is in compliance with Data Protection and the new GDPR changes, policies and procedures are updated in school and issues are actioned as they arise.</p>	<p>Sarah N</p> <p>Sarah N</p> <p>Sarah N</p> <p>Sarah N and Jacquie Sarah N and Helen A Sarah N</p> <p>Sarah N</p>	<p>May 2018</p> <p>13/11/17</p> <p>FGB Autumn</p> <p>13/11/17 4/12/17 11/12/17</p> <p>13/11/17</p>		<p>Saran N Briefing</p> <p>FGB Meeting</p>
<p>ACTION:To review the Online Safety Policies including the acceptable use agreements across school.</p> <p>HOW: - Review the current Online Safety management policies including; acceptable use agreements, policy for mobile technology, social media, digital and video images and public communications. - Share updated Policies on school website. - Ensure steering group is involved in Policy adaptations/writing.</p> <p>IMPACT: An online Safety Strategy is created and all staff are aware and following policies. Outstanding actions are addressed and online security tightened leading to reduction of online incidents reported in and out of school.</p>	<p>Fiona, Laura Th and Sarah N</p> <p>Sarah N and Ellie Fiona, Laura Th and Sarah N</p>	<p>27/11/17</p> <p>12/12/17 Each meeting</p>		
<p>ACTION: To ensure that the IT system security include password security and to review the IT system filtering and monitoring, including filtering technologies and network monitoring.</p> <p>HOW: - Full self-evaluation of IT system by IT Technician - Staff to be made aware of any changes.</p>	<p>Sarah N, Jacquie and Harvey. Sarah N, Jacquie and</p>	<p>27/11/17</p> <p>12/12/17</p>		<p>Harvey to block out time to complete this with Sarah N and Jacquie.</p>

IMPACT: IT system is filtering and monitored regularly. Any issues are identified quickly and actioned immediately.				Harvey.			
Monitoring							
Who	What	Where	When	How	External Validation		
Donna and the Team Deborah Governors	SIP Inset Review of SIP Plan Sent to Governors	In house - -	27/09/17 12/10/17 20/10/17	- Meeting inhouse. - Review of SIP Plan - Debs to send plans to governors to review. - On School Website	Jane Murphy		
Parents/Carers Donna	Plan to be shared Share plan with Jenny Patterson PREVENT Lead Jane	School Website Via email	20/11/17 20/11/17				
Donna and Team	RAG of actions	In house	Half termly	- RAG Plan and action meetings.			
Impact:Evaluation <i>Have the intended outcomes been achieved? What are the key strengths and development points?</i>							
SUCCESS CRITERIA		MILESTONES		EVIDENCE OF IMPACT FROM MONITORING			
<p>An online Safety Strategy is created and all staff are aware and following policies. Outstanding actions are addressed and online security tightened leading to reduction of online incidents reported in and out of school.</p> <p>Current issues are identified quickly and a rapid response is actioned. Stakeholders are provided with all the information they require to support themselves and the children.</p> <p>School is in compliance with Data Protection and the new GDPR changes, policies and</p>							

<p>procedures are updated in school and issues are actioned as they arise.</p> <p>IT system is filtering and monitored regularly any issues are identified quickly and actioned immediately.</p>		
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END OF YEAR EVALUATION	NEXT STEPS