

Base Specific Potential Safeguarding Risks and Actions to Reduce Risk

Base	Potential Safeguarding Risk	Actions To Reduce Risk
Primary	<p>Regulation of pupil's behaviour</p> <p>Taxis</p>	<ul style="list-style-type: none"> • Staff trained in Team Teach, Draw & Talk Therapy, HAMISH & Milo Interventions, Relax Kids, Theraplay, Thrive Approach, Zones of Regulation • Educational Psychologist available 2 days per week • Each MIR checked by a colleague from another base with lessons to learn provided when appropriate • All MIR checked by an independent professional from the DCC • Use of CPOM's • Only use companies approved by DCC • Randomised spot checks drivers. Date of checks recorded and stored in DSL records. (IDs) • Pupils met as taxis arrive in the morning • Staff direct and supervise pupils to taxis at the end of the day
KS3	<p>High number of Referrals</p> <p>Pupils P/Ex from the same mainstream school in the same time period</p> <p>SEN / Pupils with EHCPs</p>	<ul style="list-style-type: none"> • Robust admission procedures. Clear protocols for bringing pupils on main corridor (interventions, transition, personalised timetable, Tute). • Separate pupils in different tutors where possible, personalised timetable. • Use of interventions to help pupils build relationships with staff. • Staff training records available on Bluesky • Use of CPOM's • Staff trained in gathering evidence and dealing with SEN pupils • Ed Psychologist involvement

	Taxi's	<ul style="list-style-type: none"> • SENCo support • Only use companies approved by DCC • Randomised spot checks drivers. Date of checks recorded and stored in DSL records. (IDs) • Use of CPOMS • Pupils met as taxis arrive in the morning • When departing pupils are called individually from their tutor room and supervised into the taxis. • Taxis are instructed to drop-off at the main reception and notify the reception, any pupil that is arriving outside of the expected arrival time.
KS4	<p>Use of prohibited substances</p> <p>Taxi's</p>	<ul style="list-style-type: none"> • PSHE lessons, vigilant and trained staff • School policy • Only use companies approved by DCC • Randomised spot checks drivers. Date of checks recorded and stored in DSL records. (IDs) • Use of CPOM's • Pupils met as taxis arrive in the morning • Staff direct and supervise pupils to taxis at the end of the day
Bridge KS3	<p>Taxi's</p> <p>SEN / Pupils with EHCPs</p>	<ul style="list-style-type: none"> • Only use companies approved by DCC • Randomised spot checks drivers. Date of checks recorded and stored in DSL records. (IDs) • Use of CPOMs • Pupils met as taxis arrive in the morning • Staff direct and supervise pupils to taxis at the end of the day • Staff trained in gathering evidence and dealing with SEN pupils • Ed Psychologist involvement • SENCo support

Bridge KS4	<p data-bbox="488 118 860 150">Use of prohibited substances</p> <p data-bbox="636 316 712 347">Taxi's</p>	<ul data-bbox="1104 118 2069 399" style="list-style-type: none"> • PSHE lessons, vigilant and trained staff • School policy • Only use companies approved by DCC • Randomised spot checks drivers. Date of checks recorded and stored in DSL records. (IDs)
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		<ul data-bbox="1104 459 1928 571" style="list-style-type: none"> • Use of CPOM's • Pupils met as taxis arrive in the morning • Staff direct and supervise pupils to taxis at the end of the day
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EHN	<p data-bbox="353 657 990 689">Lone Working in pupil's homes or public buildings</p> <p data-bbox="636 935 712 967">Taxi's</p> <p data-bbox="539 1423 808 1455">Pupil's mental health</p>	<ul data-bbox="1104 657 2092 1493" style="list-style-type: none"> • Lone Working policy • Training of staff including safeguarding, prevent, online safety • Robust Sign/in and out protocols in place • Risk assessment completed in conjunction with parents before teaching commences • Use of online calendars • Only use companies approved by DCC • Randomised spot checks drivers. Date of checks recorded and stored in DSL records. (IDs) • Use of CPOM's • Pupil's to end the day in the school hall before leaving so staff can monitor who is leaving the building • Two members of staff to be present at the end of each day to dismiss pupils to their taxis • Any changes to an adult picking up a child is only possible with prior agreement with parents/carers and caseworker. • CAMHS support from psychologist • Staff trained in mental health
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	Pupil vulnerability	<ul style="list-style-type: none"> • Support from Educational Psychologist • Use of CPOM's to monitor • Use of CPOM's to monitor • PHSE curriculum delivered to focus on specific topics e.g. online safety
Alternative Provision	AP Safeguarding Checks / Pupils educated off site	<ul style="list-style-type: none"> • Only use AP's which are included in the DCC Alternative Provision Directory • Woodlands has sight of essential documents including Liability Insurance, SLA, DBS, Qualifications, Safeguarding Policy, Behaviour Policy, DSL training confirmation and other essential policies • APs are quality assured termly by SLT and all relevant documentation is checked. • Unannounced visits are undertaken on a termly basis.

	<p>Safeguarding training for staff by 3rd party</p> <p>Safer Recruitment by 3rd Party</p> <p>Pupil contact with pupils from other areas</p>	<ul style="list-style-type: none"> • Woodlands DSL trained mentors based across APs performing random visits • Safeguarding Manager / Base Manager – unannounced drop in’s • Safeguarding concerns recorded on Woodlands CPOM’s, phone call to mentor / base manager / Safeguarding manager depending on severity • Woodlands Safeguarding Manager has oversight of actions taken by AP’s following a safeguarding incident • Following an allegation against staff Woodlands will refer to LADO • Review schedule of documents / policies is followed • All pupils allocated a mentor who has regular contact with pupil / parents as required • Weekly meeting with Base Managers, Mentors and AP Intervention teacher to discuss pupil placements and pastoral support • Alternative Provision information reported to Management Committee on a termly basis <ul style="list-style-type: none"> • Confirmation of AP staff safeguarding training including identified DSL in each AP • SLA from DCC including safeguarding training <ul style="list-style-type: none"> • Identified DSL responsibility to ensure safer recruitment followed • Woodlands receive new staff DBS number <ul style="list-style-type: none"> • Each pupil allocated mentor – DSL trained • Communication with external agencies including police, social workers and YOT, NHS • AP staff and mentor team attend multi agency meetings • Regular communication between Woodlands and AP’s • Weekly meeting with Base Managers, Mentors and AP Intervention teacher to discuss pupil placements and pastoral support • Timely response to safeguarding incidents, AP placement changed if required
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