

Behaviour and Safeguarding Hub



‘working together to safeguard children’

Working in partnership with the Local Authority Safeguarding team and colleagues in the local area, we hope to achieve the vision that, ‘every young person, educated in Bradford, is safe, both in and out of school’.

Our Offer

April 2018 – July 2018

For more information, contact the hub:

Email:
safeguardinghub@ingrow.bradford.sch.uk

Telephone: 01535 603868

Add to your Safeguarding Toolbox.

See inside for details of workshops, courses, reviews and networking events.



Please get in touch with any suggestions for future courses/workshops/information sharing opportunities. If there is a need then we will attempt to source trainers or facilitate workshops.

DIARY DATE
BRADFORD SAFEGUARDING WEEK 25th – 29th June 2018



Background

This booklet contains information about the initial workshops offered by the Safeguarding Hub. We have tried to respond to the needs that colleagues have identified and whilst we have more workshops and courses in the pipeline, we felt that it was important to offer some initial 'taster' sessions during the Summer Term.

We see the purpose of the hub as being an opportunity to work with colleagues in the local area to develop safeguarding to ensure that we all do the best that we can to keep young people in Bradford safe. We have taken the decision to offer workshop opportunities, keeping them 'short but sweet', in the hope that colleagues will come along, participate and hopefully go away with practical solutions to make safeguarding an easier part of every day school life. Participants are encouraged to bring along laptops and work through their own 'real' situations, preparing their own versions of systems and processes. We are all very busy people, so it is of paramount importance to us that colleagues go away feeling that the time spent with the hub has been useful, that they have achieved something.

Workshops and courses will initially be led by staff of the Ingrow and Long Lee Federation, Local Authority specialist staff and external trainers. However ultimately, we aim to identify good practise in safeguarding in Bradford and hopefully be able to ask colleagues to share that by running their own workshops.

Venue

In order to keep costs low, we will initially use Ingrow Primary as a venue. We appreciate that this may be difficult for some colleagues. If you have a space that could host up to 30 participants for a full day or half a day and would be willing to offer your facilities then please let us know, we will then be able to offer different locations.

Ingrow does have parking on the roads around school.

Charges

We have tried to keep charges to a minimum but do have to have a certain number of participants to make workshops viable. Cancellations can be made up to 48 working hours before the day of the course without charge, but charges will be made for non-attendance or cancellation within 48 working hours.

How to Book

Booking can be made by email to the Safeguarding Hub, state your name, course name and invoice details.

Future Workshops

Workshops and courses for the Autumn will be advertised towards the end of the Summer Term. Some of these are already in the planning process, but others will stem from feedback during the Summer Term. If colleagues would like more detail or next steps then we will try and facilitate this.

Please get in touch if you have any thoughts around workshops that might meet the needs of a wider Bradford audience. We are in discussion with different bodies of the Voluntary Sector who hope to deliver workshops around issues such as CSE and would like to do more preventative work in schools. We are working closely with the LA and they will be the deliverers of some of the training particularly around PREVENT, CSE, FGM, CME British Values, SMSC, RE, PSHE, parental choice for supplementary school. Public Health are willing to deliver some curriculum support around Relationships and Sex Education, all of these are available cross-phase.

We strongly encourage you to visit Bradford Safeguarding Children Board website to view their training opportunities as well as updates and information Visit - bradfordscb.org.uk

Communications

We are in the process of developing a website, facebook pages and twitter accounts. You will also see changes on BSO with the introduction of an Education Safeguarding page.

Networks

From the Autumn term we will establish networking groups for Safeguarding Leads, Online Safety Leads and Parent/Family workers/Mentors.

Induction – from advert to working in school

audience	DSL, Senior leaders
Date	27.6.18
Time	9.15 – 11.45
Venue	Ingrow Primary
Cost	£50 per participant
Maximum 12 participants	

Join us on a journey through the recruitment and induction process through the eyes of the DSL.

Overview

- The shortlisting and interview process
- Getting the paperwork right
- Developing an induction folder/process for staff, students, volunteers, visitors, supply, tradesmen on site and governors
- Developing safeguarding aspects of the staff handbook
- Training plans

Are children and young people safe in your school? A governors perspective.

audience	Governors
date	25.06.18
time	6.00-8.00pm
venue	Ingrow Primary
cost	
Maximum 30 participants	

Delivered by Jayne Done, Bradford Achievement Service:

Do you need to know more about 'effective safeguarding' and being confident as a Governing Body that your pupils are safe?

Overview of the session:

- Knowing your way around the key documentation
- Developing a governors safeguarding team
- Thinking like a safeguarding governor
- Making time in school count towards gathering a measured perspective of safeguarding
- Work with school leaders, think children are safe, check they are safe, know they are safe!

Leading Attendance – links to safeguarding

audience	Heads, Attendance Leads, DSL's
date	13/06/18
time	1-3pm
venue	Ingrow
cost	Free of Charge
Maximum 30 participants	

Delivered by Alina Tai, Strategic Manager Education Safeguarding for the Local Authority, this workshop will cover:

Attendance overview for Bradford;
Dealing with Persistent Absence;
Support available from Education Social Work Service;
Issuing of penalty notices;
Responsibilities around Children Missing in Education;
Elective Home Education - parental rights, role of the LA, and what schools should consider.



Educational Visits Coordinator

audience	Educational Visit Coordinators
date	18.04.18
time	9.30 – 3.30
venue	Ingrow Primary
cost	£75 per participant
Max 15 places	

Do you have a new EVC? Or just need a refresher? then this could be the course for you.

Presented by Gary Laird, who for the last fifteen years has been employed by Calderdale MBC carrying out the role of Senior Health and Safety Adviser for Children and Young Peoples Service, working in schools across the borough. His responsibilities included health and safety, fire safety and outdoor education. Up until recently, Gary was the Authorities outdoor education adviser and is a member of the Outdoor Education Advisers Panel (OEAP).

Gary conducted all the outdoor education training for Calderdale and is accredited to deliver training on behalf of the OEAP.

Invacuation/Evacuation

audience	DSL, Headteachers, governors, Business Managers
date	19.04.18
time	9.30 – 12.30
venue	Ingrow Primary School
cost	£50 per participant
30 places available	

Presented by Adam Varley (Bradford LA Occupational Safety Team) , this seminar and workshop has been designed to give guidance to schools in managing a potentially violent or dangerous situation in or around the school premises.

The session will include:-

- Invacuation (including Lockdown)
- Evacuation for reasons other than Fire (including silent evacuation)
- School Site Security
- Workshop scenarios which may require invacuation/lockdown and/or evacuation
- Q & A session

The Strategic role of the DSL – New DSL's

audience	New DSL's
date	15.06.18
time	9.15 – 11.45
venue	Ingrow Primary
cost	£50 per participant
Max 12 participants	

Are you new to the role of Designated Safeguarding Lead? Are you finding it difficult to unpick the minefield around safeguarding?

This workshop will be a useful, whistle stop tour through the role of the DSL. Follow up workshops will be offered as a result of feedback taken on the day indicating more specific need.

Overview

- The referral process
- Signs of safety
- Early help
- Governance
- CPOMS
- Attending panel meetings, core groups meetings etc
- Whole school safeguarding CPD plans
- Attendance of vulnerable children



Developing an ONLINE safe school – POLICIES and AUP		<p>With technology constantly evolving and offering unimaginable opportunities, we need to ensure that policies are in place to help safeguard our children and indeed parents against potential harm. This very practical workshop will give you the opportunity to collaborate and share good practice with other schools and further develop your own policies for your school.</p> <p>Course Overview</p> <p>Intended as an opportunity to work together, pick up some tips, share best practise and to bring your own online policy up to date. We aim to: Offer help and support to develop your Online Safety Policy Offer help and support to develop your AUPS for KS1, KS2, Staff and Visitors</p> <p>Access to laptops will be available, or you are welcome to bring your own if you wish to amend/develop policies during the session.</p>
audience	Computing Leads	
date	26.06.18	
time	9.15 – 11.45	
venue	Ingrow Primary	
cost	50 per participant	
Max 10 participants		

Digital Champions Programme. (Primary Mouse)		<p>Do you want to get your students involved in their own online safety? Do you want to listen to their voice on online matters? Then this might be the workshop for you.</p> <p>Digital leaders have been around for a while now but vary greatly from school to school. In the beginning, Digital Leaders mainly helped to organize equipment, designed online safety posters and helped judge competitions but the role has now evolved and developed. Our ‘champions’ have three levels to work their way through: Hero, Warrior and the top level – Ambassador.</p> <p>Course overview</p> <p>So, what is a Digital Champion? What is the role of a Digital Champion? Hero, Warrior and Ambassador Awards. Find out what Digital Champions can do for your school.</p>
audience	Computing Leaders	
date	05.07.18	
time	9.15-11.45	
venue	Ingrow Primary	
cost	£50 per participant	
Max of 10 participants		

PREVENT		<p style="text-align: center;">Bradford Council’s Prevent Team Invite you to a PREVENT BRIEFING</p> <p>The briefing will cover:</p> <ul style="list-style-type: none"> ▪ An update on the current risk levels in the district and how this risk specifically relates to young people ▪ Why Prevent may be perceived in a controversial light and how to respond to this ▪ Expectations of safeguarding leads prior to referral and when you need to refer to Prevent ▪ Example case studies, including examples of support provided to individuals who have been identified via the referral process ▪ Question and Answer Session <p>There will also be the opportunity to find out what the PREVENT education officer can offer for you in your school.</p>
audience	Safeguarding Leads at all schools	
date	03.07.18	
time	9.15 – 11.45	
venue	Ingrow Primary	
cost	Free of Charge	
Max of 30 participants		



Mental Health First aid	
audience	All school staff working with children and young people
date	Thursday 5 th -Friday 6 th July
time	9.00am-5.00pm both days
venue	Victoria Hall, Saltaire
cost	£160 – external course and facilitator

This comprehensive 2 day Mental Health First Aid (MHFA) course will equip you to identify the early signs of poor mental health in children and young people and enable you to give appropriate support. As well as giving you a better understanding of mental health overall, it looks in detail at depression, anxiety, suicide, psychosis, self harm and eating disorders. You will also consider your own wellbeing and become more aware of self-care techniques. The cost includes a useful manual and certification from MHFA England.

This course is run by an experienced trainer with a primary school teaching background from Saltaire Training Company. **Please contact Mandy Watkins** at mandy@saltaire.training or tel. **07588 641223 for more details or to book a place.**

Course is external to the Safeguarding Hub but will lead to a mental health qualification for staff.

Developing a 'therapeutic toolbox' in the Primary School	
audience	Anyone delivering therapeutic strategies
date	13.06.18
time	9.15 – 11.45
venue	Ingrow Primary
cost	£50 per participant
Maximum 12 participants	

Nurture? Thrive? Play Therapy? Whatever the strategy employed by your setting, this workshop will provide colleagues with an introduction to therapeutic provision in schools and will allow you to add to your existing toolbox.

Overview

- Theory around how the brain responds to trauma and how this manifests in a classroom.
- Know that the smallest of changes can make the biggest difference
- Look at the journey of Ingrow Primary – Nurture – Play Therapy – THRIVE-Provision in classroom – Behaviour Policy changes
- What can we do to make a difference?

This workshop will use a mix of videos, discussion, practical and theoretical input in order to inspire colleagues to plan their own journeys and decide on the strategies that will suit their individual school settings.

Follow up sessions and visits to existing quality assured provisions can be available can be arranged if demand warrants them.

Play Therapists	
audience	
date	n/a
time	40 minutes contact with child
venue	Ingrow/Long Lee or your school
cost	12 x £50 a session

Play Therapy is an effective therapy that helps children to regulate their emotions and behaviour, clarify their sense of self and build healthy relationships. The therapist creates a consistent safe space where children are able to express, explore and make sense of difficult and painful experiences using their natural medium of communication - play."

We have access to a qualified therapeutic practitioner and a fully certified play therapist. Play therapy is not suitable for every child but where it is it has proven results.

If you are interested in play therapy for a child in your school then please email the hub with a contact and phone number and someone will get in touch with you.



DSL, Online safety, Family workers NETWORKS		<p>We hope to establish termly network meetings in different locations in Bradford and Keighley so that colleagues can gather together, hear the latest safeguarding updates, share information, seek advice and generally communicate. If possible we will arrange for a speaker to be at each event.</p> <p>If you are able to offer a venue for these networks then please get in touch on the hub email. If you would like to present, be a speaker, or have heard someone that you think we all need to hear, then we would love to hear from you.</p>
audience	All of the above	
date	Watch out on BSO for	
time	Summer term dates	
venue	Can you offer one?	
cost	No cost just goodwill and a bit of time!	

Reviews and Bespoke Packages

Full Safeguarding Reviews, report and action plan		<p>We are in the position of being able to offer developmental safeguarding reviews. Every aspect of safeguarding will be reviewed, or we can provide a more bespoke and in depth review of a specific aspect.</p> <p>Reviews can be commissioned by Schools or Governing Bodies.</p> <p>After the day a short report will be produced, an action plan put forward and a follow up visit booked in.</p> <p>If you feel the need of a safeguarding health check in your school then please get in touch.</p>
audience	Any setting	
date	Of your choice	
time	Whole day 8.30 – 2.00	
cost	Please contact the hub to discuss your needs	

Focus work in school		<p>If you require specific support as an individual school on a specific area of safeguarding please get in touch.</p>
audience	Any setting	
date	Of your choice	
time	½ day, whole day or staff meeting time	
venue	Your school	
cost	Please contact the hub to discuss your needs	

