



SETTING UP A SAFEGUARDING FORUM

BARBARA LEWIN
CHAIR, SUSSEX SAFEGUARDING
FORUM

What is a Safeguarding Forum?



What is safeguarding and who is responsible for monitoring it?

Safeguarding is an umbrella term that describes how we keep all children and vulnerable adults (or adults at risk) safe.

Designated Safeguarding Lead (DSL)

Deputy Designated Safeguarding Lead



Best Practice in Student Welfare, Safeguarding and Care of Under 18s

A guide for English UK member centres

“The most effective safeguarding is when a positive and active approach permeates an organisation: staff, homestays, group leaders, sub-contractors; everyone understands what is expected of them, knows the safeguarding procedures and carries them out diligently and professionally.” English UK 2018



Downloads



- > Writing a safeguarding policy
(Microsoft Word 106KB)
- > Guide to handling disclosure from a child
(Adobe PDF 65KB)
- > International criminal records check directory
(Microsoft Excel 190KB)
- > Police check letter
(Adobe PDF 45KB)
- > Parental consent template
(Microsoft Word 60KB)
- > Criteria, requirements and guidance document
(Adobe PDF 1004KB)

<https://www.britishcouncil.org/education/accreditation/information-centres/inspection-support>



Working Together to Safeguarding Children (revised 2018)

Safeguarding and promoting the welfare of children is defined for the purposes of this guidance as:

- protecting children from maltreatment
- preventing impairment of children's health or development
- ensuring that children grow up in circumstances consistent with the provision of safe and effective care
- taking action to enable all children to have the best outcomes



Why have a Forum?

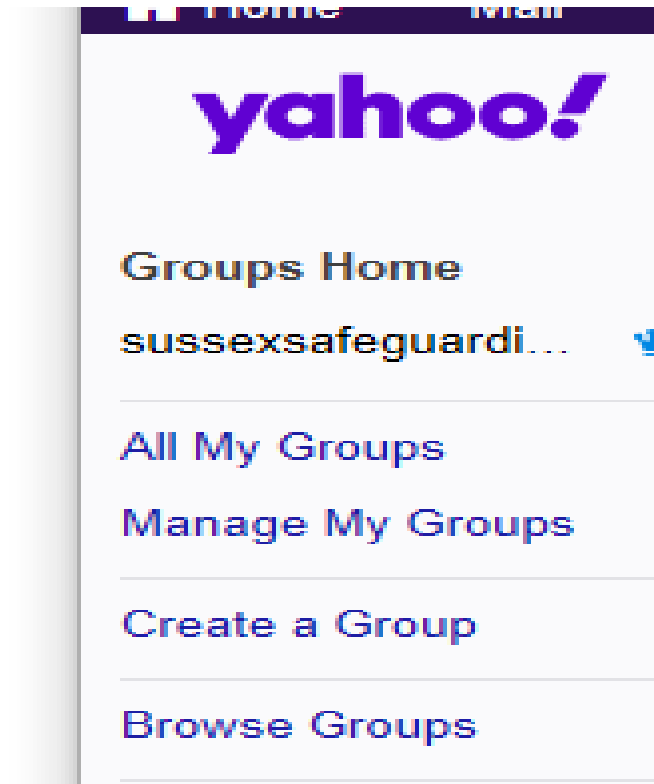


Starting point?





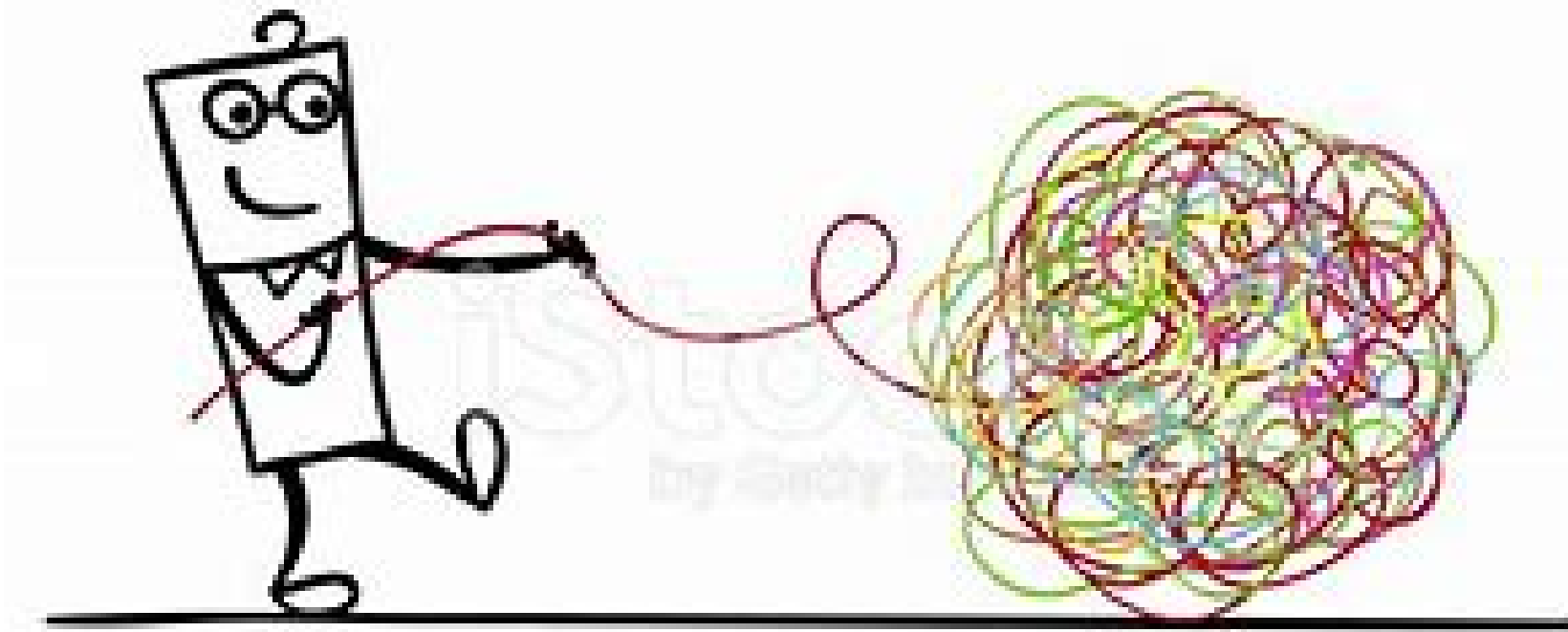
Setting up a Group Forum email



Inaugural Meeting Agenda

1. Introduction
2. What do we want and how do we go forward?
3. AOB







Mission Statement

The Sussex Safeguarding Forum membership is committed to safeguarding all children, young people and adults at risk that come to our member schools and we consider that the welfare of children, young people and adults at risk is paramount.

The Forum membership will work together with the British Council and the LSCP (Local Safeguarding Children Partnership) to liaise, inform and undertake training to take every reasonable step to ensure that children, young people and adults at risk are protected whilst attending one of the member schools. We will take every reasonable step to ensure that our staff and those who work with us are able to make informed and confident decisions regarding safeguarding.



Guidelines for Membership

1. Uphold the Sussex Safeguarding Forum Mission Statement
2. To have a named Designated Safeguarding Lead and Deputy. One of these to be available at all times.
3. To have a clear Safeguarding Policy to inform all staff, students and partners of their responsibilities when working with children and vulnerable adults.
4. To ensure that all legislation is adhered to and all updates as they occur are incorporated into the Safeguarding Policy.
5. To practice Safer Recruitment.
6. To ensure that all staff receive the required initial and ongoing training and to achieve the highest level of care for all students.
7. To ensure all homestays are vetted appropriately and visited before being accepted as a homestay.
8. To ensure that all homestays are trained in relevant safeguarding matters.
9. To ensure that all external suppliers/contractors/group leaders adhere to the school's safeguarding policy and have their own Safeguarding Policy where appropriate
10. To work closely with the local authorities and respond to their advice and requests where appropriate.



Membership Form

Sussex Safeguarding Forum
MEMBERSHIP APPLICATION FORM 2019



Member <u>Organisation Name</u>	
Contact Name	
Position	
Email	
Phone	
Website	
Main Address	
Postcode	
Finance Contact	
Finance email	

Additional Contact Name	
Position	
Email	

I CONFIRM THAT THE ABOVE ORGANISATION MEETS THE CRITERIA FOR MEMBERSHIP OF SSF AND WILL FOLLOW THE CODE OF PRACTICE AND ASSOCIATION RULES AS DETAILED BELOW.

SIGNED:

DATE:

PRINT NAME:

Please note that your school will be invoiced for £100 annually on receipt of your completed application.

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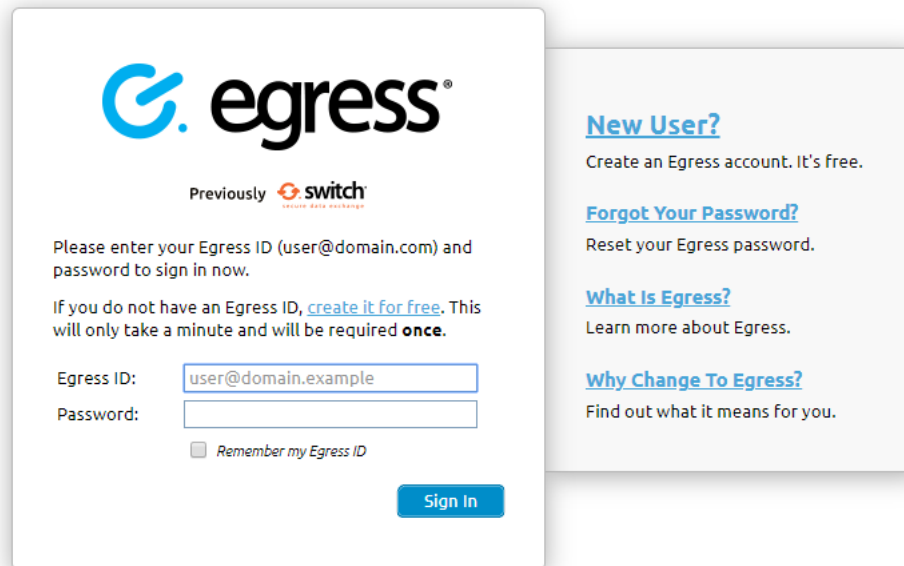
Guidelines for Membership


As a member of the Sussex Safeguarding Forum, my school agrees to the [following](#):

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5. To practice Safer Recruitment i.e. that all employed staff will have been through police checks.
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www.egress.com



The screenshot shows the Egress login interface. At the top left is the Egress logo, which consists of a blue stylized 'G' icon followed by the word 'egress' in a bold, lowercase sans-serif font. Below the logo is the text 'Previously  switch', where the switch logo is a red and orange circular icon with the word 'switch' in a smaller font. The main text of the login form reads: 'Please enter your Egress ID (user@domain.com) and password to sign in now.' Below this is a sub-headline: 'If you do not have an Egress ID, [create it for free](#). This will only take a minute and will be required **once**.' The form contains two input fields: 'Egress ID:' with the placeholder text 'user@domain.example' and 'Password:'. Below the password field is a checkbox labeled 'Remember my Egress ID'. A blue 'Sign In' button is positioned at the bottom right of the form. To the right of the form is a grey sidebar with four links: 'New User?' (with subtext 'Create an Egress account. It's free.'), 'Forgot Your Password?' (with subtext 'Reset your Egress password.'), 'What Is Egress?' (with subtext 'Learn more about Egress.'), and 'Why Change To Egress?' (with subtext 'Find out what it means for you.').



Invoice

Sussex Safeguarding Forum



MEMBERSHIP INVOICE 2019

TO:	Member <u>Organisation Name</u>	
	Finance Contact	
	Finance email	
	Main Address	
	Postcode	
FROM:	Maria Bayne, Treasurer on behalf of Sussex Safeguarding Forum maria@lsc-eastbourne.com	
MEMBERSHIP FEE		£100.00
01/04/2019 – 31/03/2020		
During this period, your <u>organisation</u> is entitled to two free training sessions.		
BY PAYING THIS AMOUNT, YOU CONFIRM THAT YOUR ORGANISATION MEETS THE CRITERIA FOR MEMBERSHIP OF SSF AND WILL FOLLOW THE CODE OF PRACTICE AND ASSOCIATION RULES AS DETAILED BELOW.		

Please pay within 14 working days by bank transfer to HSBC bank

Account Name Sussex Safeguarding Forum
Sort code 40-25-03
Account number 31649361

Please use your SCHOOL NAME as a reference.

Registered address Fairfax House, 47 Cromwell Road, Brighton & Hove, East Sussex BN3 3ER, United Kingdom.

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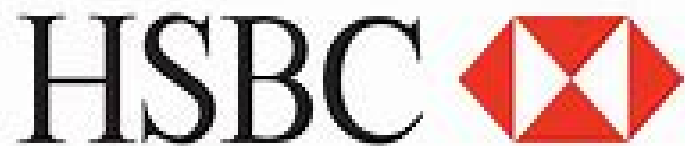
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Managing membership money



Where we meet



And don't forget.....



Three years on...



What members gain

- Online Discussion
- 3 face-to-face meetings a year
- Sharing of information
- Easy access to advice via the Forum and also ability to offer professional advice and support
- Share warnings and concerns
- Local training
- The power of numbers



High Local Authority Participation

- LADO, Brighton & Hove
- LADO, East Sussex
- Assistant LADO, East Sussex
- Safeguarding Officer and Assistant Local Authority Designated Officer, Children's Safeguarding Unit, East Sussex
- Education Safeguarding Officer, Families, Children & Learning, Front Door for Families (FDFF) & Virtual School, Brighton & Hove
- Prevention Youth Officer, Brighton & Hove Police
- Prevention Youth Officer, East Sussex
- Prevent Education Officer, Brighton & Hove
- Operations Manager, Countywide Duty & Assessment Teams, East Sussex
- Case Worker, Private Fostering East Sussex Children's Service



Local training provided through the Sussex Safeguarding Forum

- Safer Recruitment
- Legislation Update and Adults at Risk
- Online safety
- Advanced Safeguarding for Designated Staff
- Specialist Safeguarding for Designated Safeguarding Lead
- Specialist Refresher
- Homestay and safeguarding
- Social Programme and Safeguarding
- Mental Health Awareness
- Tackling bullying



The power of numbers



Broadening the Membership: Members and Associate Members



The next steps...



Could this work in your city/area?



What a Safeguarding Forum can bring to your area

- Added value to members
- Added value to the local authority
- Added value to the ELT industry
- Added value to our students (our clients)



How to contact me

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www.umbrellasafeguarding.com

