

## LUMINATE EDUCATION GROUP - SAFEGUARDING AND PREVENT TRAINING PLAN 2021+

- A. Safeguarding is of the utmost importance to all staff across our organisations. In support of this, the training plan below is actioned, assessed and reported on regularly through various forums, in collaboration with the Central Safeguarding Team, HR/OD, ELT and wider management teams and forums.
- B. This policy is owned by the Luminare Education Group Designated Safeguarding Office and Head of Safeguarding, with support from the Head of Organisational Development, **Paul Szulc** .
- C. A new Safeguarding Training Officer commenced employment 28/03/2022 who will ensure this plan is implemented and associated training records are updated.
- D. The three main objectives of the plan are:
- To ensure all staff at the Luminare Education Group have received appropriate mandatory training around Safeguarding and Prevent suitable to their role and that this remains current
  - To improve staff skills around safeguarding and Prevent so that practice develops beyond compliance and statutory requirements to best practice and that this is embedded in all settings to establish a proactive culture of safeguarding.
  - To ensure tracking and monitoring of this training is recorded, monitored and analysed to ensure it is current and effective.
- E. The training is broken down into categories based on roles and responsibilities: The monitoring and ownership of the plan lies with the Safeguarding Training and Development Coordinator.

Workforce Category	Training/CPD	Accessibility/Frequency	Accountability	Current Status
1. All Staff	<p><u>Mandatory Training:</u> Taught safeguarding for all new staff</p> <p>Safeguarding online module</p>	<p>Completed when the employee starts &amp; training refreshed every 3 years through online Learning Management System (LMS).</p> <p>Annual updates through all staff emails and online forms</p>	<p>Reporting for managers on LMS</p> <p>Reporting at Performance Review Meetings every 3 months.</p> <p>Reporting at</p>	<p>In place - interventions where staff not compliant.</p> <p>Staff and their managers are reminded by LMS as an individual approaches the expiration of their training currency. Those</p>

	<p>Prevent module -</p> <p>KCSIE Updates (Part 1 &amp; Annex B)</p>	<p>DfE module - with certificate evidence</p> <p>Annual video update Annual safeguarding checklist (all staff)</p>	<p>Safeguarding Committees.</p> <p>Reporting to ELT at safeguarding catch ups.</p> <p>Reported to governors via quarterly safeguarding assurance reports.</p>	<p>that are out of currency are reminded regularly and interventions are made where this is not addressed within a given timeframe.</p>
	<p>Guidance on timely safeguarding issues</p> <p>Safer Working Practice roll out</p> <p>CPOMS briefing</p> <p>Annual updates for:</p> <ul style="list-style-type: none"> <li>● FGM</li> <li>● Child Exploitation</li> <li>● Domestic Abuse</li> <li>● Prevent</li> </ul>	<p>All staff emails, link to video content, additional signposting to CPD content.</p> <p>New staff do through induction - established staff training to be arranged with LADO. Safeguarding staff development morning July 2022</p> <p>Through annual safeguarding checklist and checked by line managers.</p> <p>Through Safeguarding Newsletter (with link to one minute guides) and as part of three year mandatory training. To be covered in team meetings with confirmation by HoD.</p>	<p>Captured through annual report</p> <p>Leeds City Council to train (Claire Ford / Jo Peake)</p> <p>Head of Department confirmation that an individual checklist is signed for all elements by all of their staff.</p> <p>Heads of Department to confirm covered.</p>	<p>In place.</p> <p>Planned</p> <p>In place</p> <p>Training as part of staff development days in past and now covered in Safeguarding Newsletter</p>

	Online Safety Training (all staff)	Covered in overall safeguarding module. Email update to go April 20 2022 and to be covered by HoD meeting	HoDs to confirm covered	Planned
2. Designated Safeguarding Officers (DSO)	Designated Safeguarding Officer Training  Record keeping  Designated Safeguarding Officer Training Refresher  Specialist training around specific vulnerability	Available through in person and online NSPCC Training.  Bi-annual training recorded on appraisal  Annual  As and when required.	As above  Status of DSO's training: <a href="https://docs.google.com/spreadsheets/d/1yducB_tNvlozsyuLUiq6A6FZywDdzZE4_waVWDEujmQ/edit?usp=sharing">https://docs.google.com/spreadsheets/d/1yducB_tNvlozsyuLUiq6A6FZywDdzZE4_waVWDEujmQ/edit?usp=sharing</a>  Reports to Senior Management/ELT regularly.	70+ DSO's trained  In place  Transfer from SD Gateway to LMS - to be tracked in same way as mandatory training.
3. Central Safeguarding Team	Child Protection Supervision Skills Training  Training for Child Protection trainers (TTT)  Trauma and child brain development training  Difficult Conversations skills training / restorative practice  Mental health and wellbeing  Harmful Sexual Behaviour	Available through in person and online NSPCC Training.  Other modules can be linked directly through the LMS.	As above	In place or planned.

	AIM training			
4. Designated Safeguarding Lead	Designated safeguarding lead for schools and colleges training  Safer Recruitment  All training indicated for SSO / DSO	Advanced level certification run through NSPCC or other appropriate provider.	As above	In place
5. Designated HR Staff Lead	Designated safeguarding lead for schools and colleges training  Child protection supervision skills training  Managing allegations of abuse training  Difficult Conversations training	Available through in person and online NSPCC Training.  Other modules can be linked directly through the LMS.  In house Stakeholder Management training  CIPD Level 5/7 for other broader skills	Group Director - People, Development and Culture  HR HoDs  Senior HRBPs  Central Safeguarding team	In place or planned.
6. Wider Management Teams	Safer Recruitment Training (for recruitment panels, Chairs)  Risk assessment training (as above)	Available through in person and online NSPCC Training. Around 150 staff trained: <a href="#">Safer Recruitment Training List 02.03.22.xlsx - Google Sheets</a>  All staff involved in student risk assessments to receive appropriate training / updates	HR check training list & ensure recruitment panels have trained staff members on.	In place  Planned - see RA quality assurance policy

	Health and Safety at Work taught			In place
7. Governors / ELT	<p>Child protection in schools governor training</p> <p>Prevent update</p> <p>Confirmation that they have read KCSIE Part 1 &amp; Annex A</p> <p>Child protection for headteachers training</p>	Local authority deliver governor training annually - to be increased to twice yearly to ensure new governors are covered more rapidly and that currency is better maintained	Governor training records reported to board and non-compliance addressed.	<p>In place</p> <p>In place with update due 30 April 2022</p> <p>Deputy CEO &amp; Exec Principal booked on to Headteacher training 12 May 2022. Campus / college principals to have this as one of their appraisal targets for 2022/23.</p>
8. Additional Training to specialist staff (e.g. those working with high needs students)	<p>Systems: Regular updates on college systems used for safeguarding (ProMonitor, CPOMS, etc.)</p> <p>Mandatory restorative practice training - generic &amp; bespoke to teaching, support</p>	<p>Training &amp; process guidance offered regularly to all staff.</p> <p>Open for staff to book on to throughout the year. RP trainer in house (HL).</p>	<p>MIS / Central safeguarding team</p> <p>Checked through performance review (as above)</p>	<p>Planned</p> <p>Planned</p>

	and management audiences.			
	Team Teach	Training put on based on specific departmental needs, in particular for pre-16 and post 16 SEMH provision.	40 places booked at Springwell for priority staff	In place
	Risk Assessment Training - to improve the quality of risk assessment for vulnerable learners, including use of RA audit tool.	Training from trained specialists to be put in place, on top of internal training support for staff (start of each academic year and as and when required) delivered by Paul Dean (Leeds City Council) and Wellspring Academy Trust	Staff training records	In place
	Teaching, Learning & Assessment training; SoL, TLA standards and relicensing	As requested by individual or line manager	TLA Team	
	Coaching and mentoring with an Advanced Practitioner	Restorative behaviour management training - as requested by individuals or based on department need		
	TLA department behaviour training	Rolling enrolment across the year with the AP in residence		
	TLA Induction for new staff inc. TLA standards	October - June with an AP		
	'Getting Ahead' CPD Strand for new teachers			

All staff	Student Life Google Site Bank of resources One minute guides			In place

**D. Review**

This plan will be reviewed annually by the LEG Safeguarding Strategy Committee and the LEG Senior Leadership & ELT meeting (SELT).