KENT LADO EDUCATION SAFEGUARDING ADVISORY SERVICE

Annual Report to Governing Body on Safeguarding Activity

Kent County Council kent.gov.uk

based on DfE 'Keeping Children Safe in Education' 2026

KEEPING CHILDREN SAFE IN THE CHILDREN'S WORKFORCE

Annual Report to Governing Body on Safeguarding Activity in Leeds and Broomfield

Name of School: Leeds and Broomfield	
Date completed: 18/9/2026	
This report is for the period: 1/9/2025 **to:** 31/8/2026	
Author:	**Role:**
Name of governor with lead responsibility for safeguarding arrangements: Zoe Brown	**Date presented to governing body:** 24th November 2026

Note: This information in this report is confidential: names and specific circumstances should not be shared more widely.

1. Designated Safeguarding Lead (DSL) information

Name of Lead DSL	Job title	Date of most recent training	Certificates viewed by
Fiona Steer	**HOS**	**16 Sep 2025**	**Z. Brown E Woods**
Name of Deputy DSL(s)	**Job Title**	**Date of most recent training**	**Certificates viewed by**
Sarah Butterfield	**Senior Teacher**	**10th December 2025**	**Z. Brown E Woods**

2. **What evidence is there of continued professional development for DSLs throughout the year?**

Weekly safeguarding email which is discussed in staff meetings

Annual training at first INSET in September

Rolling programme of training for other areas eg prevent, FGM

Termly meetings of DSLs to review latest guidance, discuss issues etc

Updates at every INSET day

Meetings termly to discuss most vulnerable pupils

Every DSL has a supervisor/ is offered supervision

*3.*Report on induction of new staff in safeguarding policy and procedures

All staff take part in annual safeguarding training in September, and are required to read the safeguarding policy and KCSIE. If starting at other times in the year, these are required as part of the induction process - safeguarding training from The Key is used
Prevent and channel training will take place on Monday 21st September 2026. .

New Staff group	**Overall numbers in school during this period**	**School safeguarding induction given** (DD MM YY)	**Other safeguarding training** (DD MM YY)	**Prevent / Channel Training** (DD MM YY)
Teachers	6	010926	Weekly - every Monday	22/09/26
Governors	3	010926	Termly governors meetings	22/09/26
Support staff	11	010926	Weekly - newsletter Monday	22/09/26
Other *For example, visitors, trainees, contractors*				

3. **What evidence is there to demonstrate annual safeguarding training and/or regular updates undertaken by staff and safeguarding training accessed by governors?**

Weekly safeguarding email which is discussed in staff meetings

Annual training at first INSET in September

Rolling programme of training for other areas eg prevent, FGM

Updates at every INSET day

Staff group/member	**Training undertaken**	**Date** (DD MM YY)	**Evidence/rationale** *(if applicable)*
All staff and governors	Annual safeguarding training	1/9/2026	Recorded on SCR
All staff and governors	Read child protection policy	First two weeks in September	Recorded on SCR
All staff and governors	Read KCSIE	As above	As above
All staff	Read weekly safeguarding briefing	Weekly	Discussed in staff meeting - in minutes
Safeguarding update	INSET day briefing	Inset days throughout the year	INSET day presentations
All staff	Prevent and channel training FGM training	21/9/26	Staff meeting minutes
All staff	Allergy training	1/9/2026	Evidence in allergy file in school office

4. **Is there any evidence of other safeguarding training and/or monitoring being undertaken?**

Exec head and heads of school have completed safer recruitment training within the last three years
The safeguarding governor visits school at least three times a year .
DSLs monitor safeguarding reports in DSL meetings
EHT reads every safeguarding report and comments and challenges where necessary

5. **What evidence is there that DSLs, governors and appropriately required staff have read and understood key national and local documents?**

All staff have read KCSIE - evidenced on SCR
Governors have all read KCSIE - evidenced on governorhub

6. Child Protection Policy

Date child protection policy written/updated: 1/9/2025 for 2025-26 and then 1/9.2026 for 2026-27 year	
Date policy approved by governing body: 15/10/2025	**Next review date:** 13/10/2026
Any updates/changes made to the policy Updates to reflect national changes based on Kent model policy, names of DSIs updated	
How the policy has been made available to the community , current version has been published on school website on (date), sent to all staff, via email	
How members of staff and/or other members of the community have contributed to and/or shaped the child protection policy Discussed with staff and governors as part of child protection training	

7. School policies and other documents relating to safeguarding

Published School Policies and Procedures	Date approved	Next review date	Evidence/ Activity
Anti-bullying	25 Nov 2025	Oct/Nov 26	
Behaviour; including physical intervention/use of reasonable force	14 Oct 2025	Oct/Nov 26	
Data protection policy	14 July 2026	July 27	
Drugs and substance misuse	No Policy		
Emergency procedures, for example, lockdown, fire drill, evacuation	19 May 2026	May 2027	
Equality Policy	20 May 2025	May 2027	
Extended school/before and after school activities (Wraparound Care Policy)	10 Feb 2926	Feb 2027	
First Aid (including management of medical conditions, intimate care etc.) in H&S Policy	14 Oct 2025	Oct/Nov 26	
Health and Safety (including school/site security)	14 Oct 2025	Oct/Nov 26	

Information sharing (Information Security Policy)	10 Feb 2026	Jan/Feb 28	
Management of allegations against staff	14 July 2026	July 27	
Mobile and smart technology	24 Mar 2026	March 27	
Online Safety, including Acceptable Use Policies (AUPs) and use of social media *(if not addressed in the child protection policy or elsewhere)*	24 Mar 2026	March 28	
Racial or homophobic incident monitoring	No Policy - reported termly		
Recording and retention of child protection records	20 May 2025	May 27	
Relationship, Sex and Health Education (RSHE)/PSHE scheme of work which will empower learners to better protect themselves, including online	19 May 2026	May 27	
Risk assessments (including off site activity)	No Policy - RAs regularly reviewed		
Safeguarding statement in school prospectus and on school website	25 Nov 2025	Nov 26	
Safer recruitment and selection	25 Nov 2025	Oct/Nov 26	
Searching, screening and confiscation *(if not addressed in behaviour policy)* In Behaviour Policy	14 Oct 2025	Oct 26	
Staff behaviour policy (code of conduct) in line with Safer Working Practice Guidance	24 March 2026	Mar 27	
Use of images and cameras	14 Oct 2025	Oct 26	
Whistleblowing	25 Nov 2025	Oct/Nov 26	
Anti-bullying	25 Nov 2025	Oct/Nov 26	
Behaviour; including physical intervention/use of reasonable force	14 Oct 2025	Oct/Nov 26	

8. Safer recruitment, Single Central Record and suitability checks

Evidence/Discussion/Activity	Details
Date of most recent Single Central Record check/audit	F Steer HOS 23/09/26

Who completed and/or reviewed the check/audit?	E Woods
Were any gaps, errors or actions identified?	HOS LS left Aug 26 - needs removing. New HOS AW needs adding with details.
How were any actions followed up and by whom?	Followed up by HOS
How does the school ensure at least one person involved in recruitment has completed appropriate safer recruitment training?	Date tracker completed of safeguarding and safer recruitment to keep track.
How does the school obtain and record appropriate checks/assurances for agency and third-party staff, volunteers, trainee teachers, contractors and governors/trustees, where applicable?	Through agency - all checked.
How are safer recruitment processes reviewed in response to changes in KCSIE, local guidance or learning from safeguarding practice?	Keep up to date with policy changes and put into action
How does the school ensure ongoing safeguarding vigilance and suitability, including how staff are expected to disclose information that may affect their suitability to work with children?	Weekly staff meeting's - every Monday - information shared and any new points discussed / or teaching points from week.

9. What evidence is there that the school has ensured all children have an equal voice?

Big questions time each week in each class. This is a safe and open space for pupils to ask questions. This is modelled by the teacher suggesting a question such as, 'Is sleep important', ' Should you watch TV or be on a device before bed', 'Is it OK to be angry'. Pupils can all share their thoughts and feelings.
All pupils are part of worship and invited to join in sharing ideas and leading parts of the Worship.
We ensure all pupils feel heard in class and during playtimes. We listen and validate their feelings and discuss next steps with them to move forward or resolve the situation. This is evidenced through my concern.

10. Understanding children at greater risk of harm / strategic vulnerability themes

Main vulnerability themes identified in the school this year: EAL (the school is now at 20%) Emotional well being and self regulation Post adoptive / CIC
How has the school adapted its safeguarding practice, pastoral support, training or curriculum in response to these themes? Communities bid to support EAL pupils additional staffing / working with EAL STLS Kent

Community bid to support post adoptive / CIC pupils through additional staffing Nurture TA during lunch time and targeted time for 1:1 pupils once a week. Boxall all pupils to target nurture groups

11. What evidence is there of Prevent Duty compliance, including risk assessment, staff awareness and referral arrangements?

School Awareness of Prevent Related Documents and Local Contacts	Reviewed by governors/SLT (Y/N)	Date reviewed, checked or implemented
Counter Terrorism Local Profile (CTLP) Official Version	Yes - DSLs - Term 1 meeting	21/10/26
Managing risk of radicalisation in your education setting	Yes DSLs - Term 1 meeting	21/10/26
Understanding and identifying radicalisation risk in your education setting - GOV.UK	Yes DSLs - term 1 meeting	21/10/26
Schools Prevent Duty risk assessment/review	Yes DSLs - term 1 meeting	21/10/26

Evidence/Discussion/Activity	Details
How is Prevent reflected in the school's safeguarding arrangements?	Training bi annually and always part of annual training
How has the school addressed radicalisation and extremism through the curriculum and wider safeguarding practice? (if not covered elsewhere)	Through the life skills curriculum,
Any Prevent-related concerns, themes, consultations or referrals arising during this reporting period	none
Are there any actions identified for the next academic year	none
How do you ensure that staff/volunteers/providers understand the PREVENT strategy and can recognise and respond to signs of radicalisation and know how to refer to Prevent and offer support as appropriate should a case be adopted to Channel Panel?	Part of annual and induction safeguarding training
How does the school effectively engage with families and parents on this agenda?	Discussions with families where necessary, following up even slightest of concerns

12. What evidence is there of appropriate online safety activity, including filtering and monitoring activity/decision making?

Filtering and monitoring reports received daily
Followed up by SLT

Information provided and then actioned/ dismissed
360 progress audit completed yearly - actions noted and worked on

Evidence/Discussion/Activity	Details
Date of most recent filtering and monitoring review	280926
Who led and contributed to the review?	F Steer HOS S butterfield J Morris R KIttak J Cannell
How has the school checked that filtering is working appropriately on all internet-connected devices in all relevant locations, and where is this recorded? Were any gaps, issues or actions identified and if so, how were they resolved?	Recorded on minutes 280926
How are filtering and monitoring reports reviewed and escalated?	Yes daily
How has the school considered safeguarding risks linked to generative AI, including staff use, pupil use, data protection, confidentiality, misinformation/disinformation, harmful content and image-related risks?	Yes - see policy and agreed AI sites used
How does the school's mobile phone policy support safeguarding, including how any exceptions are justified, assessed and managed?	Yes - no mobile phones for pupils on site
What assurance has the governing body received regarding cyber security, information security and access management?	Aware of daily reports
How has the school reviewed its approach to online safety this year, and how has this been informed by an annual risk assessment that reflects the risks its children face and evolving technology?	Yes annual risk assessment - FS completes
What online safety themes/incidents have been identified this year?	Whats app chats, possible AI generate photos
What actions have been taken in response?	Information for parents as incidents happened at home

13. What evidence is there that children are taught about safeguarding, including online safety, as part of providing a broad and balanced curriculum?

Online safety taught termly as part of computing. Also taught as part of life skills. How to keep themselves safe is taught as part of life skills as well as assemblies/ worship and weekly discussion with pupils about their use of being online.

14. Attendance, children absent from education and safeguarding

Category	Number / Summary	Other information / strategic response
Persistent absence as of Sep 26	6	
Severe absence as of Sep 26	1	
Children absent for part of the school day on a repeated basis	0	
Children missing education / whereabouts not known	0	
Children subject to reduced/part-time timetables	1	
Elective home education notifications / requests where safeguarding considerations were relevant	0	

15. Alternative provision safeguarding assurance

Evidence/Discussion/Activity	Details
Number of pupils placed in alternative provision / off-site provision during this reporting period	0
How safeguarding assurances were obtained before placement	
How attendance, welfare and suitability of placements are reviewed	
Frequency of review	
Any safeguarding concerns arising from placements and actions taken	
How the governing body has been assured that placements remain safe and appropriate	

16. Use of school premises / external providers

Evidence/Discussion/Activity	Details
Does the school hire or let premises to external organisations / clubs / providers?	NA
How safeguarding assurances are obtained before use begins	
How safeguarding expectations are reflected in hire / transfer of control agreements	
How concerns would be shared between the school and provider, where relevant	
Any issues identified this year, and action taken	

17. Summary of relevant safeguarding information at end of summer term

Category	Number / Summary	Other information / strategic response
Overall attendance % for academic year	92.62%	
Number of children with Special Educational Needs and Disabilities (SEND)	15	
Number of children with EHCP	7	
Number of children in care or previously in care	1 in care 2 post LAC	
Number of suspensions	4	
Number of suspensions for racial related incidents	0	
Number of permanent exclusions	0	
Number of permanent exclusions for racial related incidents	0	
Number of pupil premium children	16	

18. Summary of safeguarding activity at end of summer term

Disclaimer: even if there are no reported cases, abuse may still be taking place and is simply not being reported.

Category	Number / Summary	Other information / strategic response
Number of Requests for Support made to the Front Door	3	
Number of Requests for Support made to Front Door with outstanding action required	0	
Number of children open to Children's Social Work Service (Child in Need / Child Protection)	1	
Number of children receiving support at the targeted early help level of Family Help	3	
Number of allegations made against staff which met the harm threshold (LADO referrals)	0	
Number of low-level concerns shared about staff	5	
Number of reported bullying incidents	0	
Number of reported racial related or hate speech incidents	4	
Number of recorded incidents relating to Misogyny	0	
Number of reported online safety incidents	0	
Number of reported sexual violence/harassment incidents	0	
Number of Operation Encompass notifications	0	
Number of Prevent referrals for adults	0	
Number of Prevent referrals for children (under 18s)	0	

19. Number of pupils subject of a Child Protection Plan at end of summer term

Category	Number	Number of case conferences	Number attended	Number of reports submitted
Physical	0			
Sexual	0			
Emotional	0			
Neglect	0			

20. What safeguarding pressure points or capacity issues has the school experienced during this reporting period, and how have leaders/governors responded?

Ensuring a DSL is on site at all times, attendance of small groups of pupils

Schools have worked together to make sure as far as possible there is always a non class based DSL on site at each school
Persistent absence has been followed up with meetings, monitoring periods and referrals as well as home visits

21. Other comments on safeguarding issues/activity

DSLs sent KMSCP newsletters and are able to attend training sessions

22. Governor challenge, monitoring and assurance

Evidence/Discussion/Activity	Details
Safeguarding governor visits / monitoring undertaken during this reporting period	Termly
Key areas of strength identified by governors	Recording of incident and actions taken - record keeping strong
Areas where further challenge / assurance was required	Clear links to vulnerable notes within child's file on my concern
Key questions raised by governors and how these were responded to	Where can I find the vulnerable meeting minutes? Main need?
Priorities agreed for future safeguarding monitoring	Clear links to vulnerable minutes

23. Action plan for next academic year 1/9/2026 to 31/8/2027

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Action to be taken	Reason / evidence	Resources Required	Timescales	Governor / Leader responsible	Success criteria / how impact will be monitored
To continue to reduce persistent absence. (22 down to 15 as a target)	**Attendance data - pupils need to be in school more**	**Attendance tracking every three weekes 1st day calling**	**This academic year T1 - T6**	**Zoe Brown**	**Tracking persistent absence Working with families to improve.**
Continue to work with early help	**Good communication**	**Email addresses and responding**	**This academic year T1 - T6**	**Zoe Brown**	**Working to improve for the whole family -**

to support the families	**Visits to school**				**impact attendance and emotional / well being.**
Continue to develop nurture provision	**Support of pupils with self regulation** **Currently 30% of time**	**Nurture TA**	**This academic year T1 - T6**	**Zoe Brown**	**Pupils are regulated and engaging in activities 80% of time**