

**Keeping Children Safe –A recommended guide to developing a safeguarding training pathway for school staff**

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| *Safeguarding children and young people is everyone’s responsibility*.  All school staff and volunteers should receive appropriate safeguarding and child protection training which is regularly updated. In addition, all staff should receive safeguarding and child protection updates, as required and at least annually, to provide them with the relevant skills and knowledge to safeguard children effectively.  The recommended training pathway has been developed so that schools can develop and determine a bespoke pathway that meets the needs of their school community with both recommended mandatory training and recommended further professional development training to ensure staff have the knowledge and skills to keep children safe. |
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**Group A**

Members of the workforce in i**nfrequent** contact with children, young people and/or parents/carers who may become aware of possible abuse or neglect.

For example, Business Support Staff and Administrative Assistants

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| **Staff Groups** | **Training Requirement** | **Training Title** | **Suggested training methods** | **Frequency** |
| **Group A Staff**  Staff in **infrequent** contact with children, young people and/or parents/carers who may become aware of possible abuse or neglect.  For example, governors, school premises & maintenance staff, cleaners. | **Mandatory** | What to Do if publication | Safeguarding Induction with Line Manager / DSL-Discuss, read, sign for & keep document | Provided within the first week of employment/volunteering and thereafter annual circulation |
| Keeping Children Safe in Education publication - PART 1 | Safeguarding Induction with Line Manager /DSL - Discuss, read, sign for & keep document | Provided within the first week of employment/volunteering and thereafter annual circulation |
| Working Together to Safeguard Children with  Awareness Raising of:  Anti Bullying  Criminal Exploitation Child Sexual Exploitation  Domestic Abuse  FGM  Forced Marriage  Honour Based Violence  Modern Day Slavery  Online Safety  Prevent & Channel  Peer Abuse  Harmful Sexual Behaviour  and any other specific safeguarding issues as per KCSIE 2018 | Whole school training delivered by DSL or other accredited provider | Completed within the first 3 months of employment and refresher training every 2 years |
| Channel Awareness (Prevent) | To be include in whole school training or use online Home Office training modules  <https://www.elearning.prevent.homeoffice.gov.uk/> | Completed within the first 3 months of employment and refresher training annually |
| **Group A Staff** | Recommended Professional Development – **dependent on role & duties** | Healthy outcomes for children who are looked after | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Working together to safeguard Gypsy,Roma, Traveller children | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Safeguarding Disabled Children | <http://www.surreyscb.org.uk> | As required |
| DSL Network Meetings | Education Safeguarding Team Termly Event | As required |

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| **Group B**  Members of the workforce in **regular** contact or have a period of intense but irregular contact, with children, young people and/or parents/carers.  For example : School Office staff, Administrators, Premises Manager/Caretaker, Catering Staff, IT Network Manager, Parent Volunteers | | | | |
| **Group B**  Those in **regular** contact or have a period of intense but irregular contact, with children, young people and/or parents/carers | **Mandatory** | What to Do if publication | Safeguarding Induction with Line Manager / DSL-Discuss, read, sign for & keep document | Provided within the first week of employment or volunteering and thereafter annual circulation |
| Keeping Children Safe in Education publication - PART 1& Annex A | Safeguarding Induction with Line Manager /DSL - Discuss, read, sign for & keep document | Provided within the first week of employment or volunteering and thereafter annual circulation |
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| Channel Awareness (Prevent) | To be include in whole school training or use online Home Office training modules  <https://www.elearning.prevent.homeoffice.gov.uk/> | Completed within the first 3 months of employment and refresher training annually |
| **Group B**  Those in **regular** contact or have a period of intense but irregular contact, with children, young people and/or parents/carers. | Recommended Professional Development – **dependent on role & duties** | Domestic Abuse | <http://www.surreyscb.org.uk>  or in school training delivered by DSL or other accredited provider | As required |
| Female Genital Mutilation | E-learning Home Office or SSCB  [www.fgmelearning.co.uk](http://www.fgmelearning.co.uk) | As required |
| Forced Marriage | E Learning Foreign Office or SSCB  <http://www.safeguardingchildrenea.co.uk/resources/awareness-of-forced-marriage-register-for-training/>  <http://www.surreyscb.org.uk> | As required |
| Professional Challenge | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Disguised Compliance | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Healthy outcomes for children who are looked after | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Working together to safeguard Gypsy,Roma, Traveller children | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Safeguarding Disabled Children | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Honour Based Violence | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| DSL Network Meetings | Education Safeguarding Team.  Termly Event | Events are termly |
| Online Safety | SSCB Training  <http://www.surreyscb.org.uk>  or other accredited provider | As required |
| PREVENT | Home Office  <https://www.elearning.prevent.homeoffice.gov.uk/> | As required |

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| **Group C**  Members of the workforce who work **predominantly** with children, young people and/or their parents/carers and who could potentially contribute to assessing, planning, intervening and reviewing the needs of a child and parenting capacity where there are safeguarding concerns.  For example: Teachers, Teaching & Learning Support Staff, Peripatetic Staff, Lunchtime Supervisors, Out of Hours Support Staff (after school & breakfast clubs) | | | | |
| **Group C**  Members of the workforce who work **predominantly** with children, young people and/or their parents/carers and who could potentially contribute to assessing, planning, intervening and reviewing the needs of a child and parenting capacity where there are safeguarding concerns | **Mandatory** | What to Do if publication | Safeguarding Induction with Line Manager / DSL-Discuss, read, sign for & keep document | Provided within the first week of employment and thereafter annual circulation |
| Keeping Children Safe in Education publication - PART 1 & Annex A | Safeguarding Induction with Line Manager /DSL - Discuss, read, sign for & keep document | Provided within the first week of employment and thereafter annual circulation |
| Working Together to Safeguard Children with  Awareness Raising of:  Anti Bullying  Criminal Exploitation Child Sexual Exploitation  Children Missing Education  Domestic Abuse  Elective Home Education  FGM  Forced Marriage  Honour Based Violence  Modern Day Slavery  Online Safety  Prevent & Channel  Peer Abuse  Signs of Safety  and any other specific safeguarding issues as per KCSIE | Whole school training delivered by DSL or other accredited provider | Completed within the first 3 months of employment and refresher training annually |
| Channel Awareness/Prevent | Online Home Office training modules  <https://www.elearning.prevent.homeoffice.gov.uk/> | Completed within the first 3 months of employment and refresher training annually |
| Child Exploitation – to include Criminal /Gangs, Sexual Exploitation, Modern Day Slavery & Trafficking | School training delivered by DSL or other accredited provider | Completed within the first year of employment and refresher training every 2 years |
| Domestic Abuse | SSCB Training  <http://www.surreyscb.org.uk> School training delivered by DSL or other accredited provider | Completed within the first year of employment and refresher training every 2 years |
| Female Genital Mutilation | Home Office or SSCB  e-learning  [www.fgmelearning.co.uk](http://www.fgmelearning.co.uk) | Completed within the first 6 months of employment and refresher training every 2 years |
| Forced Marriage | E Learning Foreign Office or SSCB  <http://www.safeguardingchildrenea.co.uk/resources/awareness-of-forced-marriage-register-for-training/> | Completed within the first 6 months of employment and refresher training every 2 years |
| Early Help Training | SSCB Training  <http://www.surreyscb.org.uk>  School training delivered by DSL or other accredited provider | Completed within first year of employment |
| For those professionals that are part of Core Groups & Child Protection Conferences | Foundation Module 1  Foundation Module 2 | SSCB Training  <http://www.surreyscb.org.uk> | Completed within first year of employment |
| Recommended for professional development – dependent on role & duties | Professional Challenge | SSCB Training  <http://www.surreyscb.org.uk> | As required |
|  | Disguised Compliance | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Healthy outcomes for children who are looked after | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Working together to safeguard Gypsy,Roma, Traveller children | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Safeguarding Disabled Children | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| DSL Network Meetings | Education Safeguarding Team.  Termly events | As required |
| CSE Level 2 Training | SSCB Training  <http://www.surreyscb.org.uk>  or other accredited provider | As required |
| Online Safety | SSCB Training  <http://www.surreyscb.org.uk>  or other accredited provider | As required |
| Children & Young People who harm sexually – An Introduction | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Parental Substance Misuse & Impact on Children | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Understanding and working with children & young people affected by sexual abuse | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Safeguarding Disabled Children with a focus on autism | SSCB Training  <http://www.surreyscb.org.uk> | As required |

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| **Group D**  School Staff with additional safeguarding responsibilities/roles: Designated Safeguarding Lead, Deputy Designated Safeguarding Lead, Home School Link Worker, Parent Support Advisor, Pastoral Care Lead, PSHE Subject Leader, School Nurse, Behaviour & Attendance Lead, SENDCo, Online Safety Lead, Designated Teacher for Looked After & previously Looked After Children, Head of Care (Residential Schools), Out of Hours Lead. This may also include the Headteacher in some schools. | | | | |
| **Group D**  School Staff with additional safeguarding responsibilities/roles: Designated Safeguarding Lead, Deputy Designated Safeguarding Lead, Home School Link Worker, Parent Support Advisor, Pastoral Care Lead, PSHE Subject Leader, School Nurse, Behaviour & Attendance Lead, SENDCo, Online Safety Lead, Designated Teacher for Looked After & previously Looked After Children, Head of Care (Residential Schools), Out of Hours Lead. This may also include the Headteacher in some schools. | **Mandatory** | What to Do if publication | Safeguarding Induction with Line Manager / DSL-Discuss, read, sign for & keep document | Provided within the first week of employment/volunteering and thereafter annual circulation |
| Keeping Children Safe in Education – Full document | Safeguarding Induction with Line Manager /DSL - Discuss, read, sign for & keep document | Provided within the first week of employment/volunteering and thereafter annual circulation |
| Working Together to Safeguard Children with  Awareness Raising of:  Anti Bullying  Criminal Exploitation Child Sexual Exploitation  Children Missing Education  Domestic Abuse  Elective Home Education  FGM  Forced Marriage  Honour Based Violence  Modern Day Slavery  Online Safety  Prevent & Channel  Peer Abuse  Signs of Safety  and any other specific safeguarding issues as per KCSIE | Whole school training delivered by DSL or other accredited provider | Completed within the first 3 months of employment and refresher training every 2 years |
| Channel Awareness/Prevent | Online Home Office training modules  <https://www.elearning.prevent.homeoffice.gov.uk/> | Completed within the first 3 months of employment and refresher training annually |
| Child Exploitation – to include Criminal /Gangs, Sexual Exploitation, Modern Day Slavery & Trafficking | School training delivered by DSL or other accredited provider | Completed within the first year of employment and refresher training every 2 years |
| Domestic Abuse | SSCB Training  <http://www.surreyscb.org.uk>  School training delivered by DSL or other accredited provider | Completed within the first year of employment and refresher training every 2 years |
| Female Genital Mutilation | Home Office or SSCB  e-learning  [www.fgmelearning.co.uk](http://www.fgmelearning.co.uk) | Completed within the first 6 months of employment and refresher training every 2 years |
| Forced Marriage | E Learning Foreign Office or SSCB  <http://www.safeguardingchildrenea.co.uk/resources/awareness-of-forced-marriage-register-for-training/> | Completed within the first 6 months of employment and refresher training every 2 years |
| Foundation Module 1 | SSCB Training  <http://www.surreyscb.org.uk> | Completed within first year of employment |
| Early Help Training | SSCB Training  <http://www.surreyscb.org.uk>  School training delivered by DSL or other accredited provider | Completed within first year of employment |
| Signs of Safety Briefing for partners | SSCB Training  <http://www.surreyscb.org.uk>  or briefing delivered by DSL | As required to secure up to date knowledge & skills |
| Online Safety | SSCB Training  <http://www.surreyscb.org.uk>  or other accredited provider | As required |
| DSL | DSL Network Meetings | Education Safeguarding Team | Attendance at least twice per academic year |
| Signs of Safety – 2 Day | SSCB Training  <http://www.surreyscb.org.uk> | As required to secure up to date knowledge & skills |
| DSL New to Role | Babcock (4S) International  or  other accredited provider | On appointment & refresher every 2 years |
| Designated Teacher for Looked After Children | Designated Teacher Training | Surrey Virtual School  <https://www.surreyvirtualschool.org.uk/training-and-events/designated-teachers/> | As required to secure up to date knowledge & skills |
| Healthy outcomes for children who are looked after | SSCB Training  <http://www.surreyscb.org.uk> | As required to secure up to date knowledge & skills |
| SENDCo | Safeguarding Disabled Children | SSCB Training  <http://www.surreyscb.org.uk> | As required to secure up to date knowledge & skills |
| Safeguarding Disabled Children with a focus on autism | SSCB Training  <http://www.surreyscb.org.uk> | As required to secure up to date knowledge & skills |
| For those involved in staff recruitment | Safer Recruitment | Surrey Skills Academy  <http://surreyskillsacademy.learningpool.com/index.php>  or  other accredited provider | Completed as soon as required and refresher training as required |
| Recommended Professional Development | Learning from Serious Case Reviews, Domestic Homicide Reviews and Audits | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Serious Case Reviews – Methodologies and Participation | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Professional Challenge | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Disguised Compliance | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Healthy outcomes for children who are looked after | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Working together to safeguard Gypsy, Roma, Traveller children | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Safeguarding Disabled Children | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Safeguarding Disabled Children with a focus on autism | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| CSE Level 2 Training | SSCB Training  <http://www.surreyscb.org.uk>  or other accredited provider | As required |
| Children & Young People who harm sexually – An Introduction | SSCB Training  <http://www.surreyscb.org.uk> | As required |

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| **Group E**  Middle Leaders, Heads of Key Stage, Heads of Year, Pastoral Care Team | | | | |
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| Channel Awareness/Prevent | Online Home Office training modules  <https://www.elearning.prevent.homeoffice.gov.uk/> | Completed within the first 3 months of employment and refresher training annually |
| Child Exploitation – to include Criminal /Gangs, Sexual Exploitation, Modern Day Slavery & Trafficking | School training delivered by DSL or other accredited provider | Completed within the first year of employment and refresher training every 2 years |
| Domestic Abuse | SSCB Training  <http://www.surreyscb.org.uk>  School training delivered by DSL or other accredited provider | Completed within the first year of employment and refresher training every 2 years |
| Female Genital Mutilation | Home Office or SSCB  e-learning  [www.fgmelearning.co.uk](http://www.fgmelearning.co.uk) | Completed within the first 6 months of employment and refresher training every 2 years |
| Forced Marriage | E Learning Foreign Office or SSCB  <http://www.safeguardingchildrenea.co.uk/resources/awareness-of-forced-marriage-register-for-training/> | Completed within the first 6 months of employment and refresher training every 2 years |
| Safer Recruitment | Surrey Skills Academy  <http://surreyskillsacademy.learningpool.com/index.php>  or other accredited provider | As required and required refresher training |
| Recommended for professional development – dependent on role & responsibilities | DSL New to Role | Babcock (4S) International  or other accredited provider | As required |
| DSL Network Meetings | Education Safeguarding Team | As required |
|  | Online Safety | SSCB Training  <http://www.surreyscb.org.uk>  or other accredited provider | As required |
| Learning from Serious Case Reviews, Domestic Homicide Reviews and Audits | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Serious Case Reviews – Methodologies and Participation | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Professional Challenge | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Disguised Compliance | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Healthy outcomes for children who are looked after | SSCB Training  <http://www.surreyscb.org.uk> | As required |
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| Safeguarding Disabled Children | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| CSE Level 2 Training | SSCB Training  <http://www.surreyscb.org.uk>or other accredited provider | As required |
| Children & Young People who harm sexually – An Introduction | SSCB Training  <http://www.surreyscb.org.uk> | As required |
| Safeguarding Disabled Children with a focus on autism | SSCB Training  <http://www.surreyscb.org.uk> | As required |

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| **Group F**  Executive Headteacher, Headteacher, Head of School, Deputy & Assistant Headteachers, Governors | | | | |
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| Channel Awareness/Prevent | Online Home Office training modules  <https://www.elearning.prevent.homeoffice.gov.uk/> | Completed within the first 3 months of employment and refresher training annually | |
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| Domestic Abuse | SSCB Training  <http://www.surreyscb.org.uk>  or School training delivered by DSL or other accredited provider | Completed within the first year of employment and refresher training every 2 years | |
| Female Genital Mutilation | Home Office or SSCB  e-learning  [www.fgmelearning.co.uk](http://www.fgmelearning.co.uk) | Completed within the first 6 months of employment and refresher training every 2 years | |
| Forced Marriage | E Learning Foreign Office or SSCB  <http://www.safeguardingchildrenea.co.uk/resources/awareness-of-forced-marriage-register-for-training/> | Completed within the first 6 months of employment and refresher training every 2 years | |
| Safer Recruitment | Surrey Skills Academy  <http://surreyskillsacademy.learningpool.com/index.php> or other accredited provider | Completed within the first 6 months of employment and refresher training every 2 years | |
| Recommended for professional development – dependent on role & responsibilities | Learning from Serious Case Reviews, Domestic Homicide Reviews and Audits | SSCB Training  <http://www.surreyscb.org.uk> | As required | |
| Serious Case Reviews – Methodologies and Participation | SSCB Training  <http://www.surreyscb.org.uk> | As required | |
| Healthy outcomes for children who are looked after | SSCB Training  <http://www.surreyscb.org.uk> | As required | |
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| Online Safety | SSCB Training  <http://www.surreyscb.org.uk>or other accredited provider | As required | |
| Safeguarding Disabled Children | SSCB Training  <http://www.surreyscb.org.uk> | As required | |
| Safeguarding Disabled Children with a focus on autism | SSCB Training  <http://www.surreyscb.org.uk> | As required | |
| Children & Young People who harm sexually – An Introduction | SSCB Training  <http://www.surreyscb.org.uk> | As required | |