

07. Training and Induction

- When new staff, volunteers, temporary staff, or regular visitors join our school, they will be informed of the safeguarding arrangements in place. They will be given a copy of our school's safeguarding policy, and KCSIE July 2015, and told who the Designated Safeguarding Leads are.
- Every new member of staff or volunteer undertakes an online Child Protection training programme, and information on Staff Code of Conduct and Whistleblowing Policy is delivered by the HR department, before commencing work. There is also an induction session with the DSL on the first day of work. The induction session reinforces online learning and reminds staff and volunteers of their responsibility to safeguard all children at our school, and confirms the remit of the role of the Designated Safeguarding Lead.
- Every visitor to the School will be given a set of our safeguarding procedures; they will be informed of who the DSL is and the Alternate DSL, and what the recording and reporting system is.
- All members of staff, the Head, and volunteers in regulated activity, will undertake appropriate safeguarding training at least once every three years. The DSLs and the Alternate DSL will, in addition, attend multi-agency training courses run by Norfolk Safeguarding Children's Board at least once every three years, and will attend **Designated Professional Training for Safeguarding Children in Education** provided by the Local Authority every two years.
- All staff will be trained by the DSL to be aware of indicators of vulnerability to radicalisation, the 'PREVENT' strategy, and how the 'Chanel' process works
- For Pupil School Guides taking prospective parents on a tour of the School, suitable training is delivered and guidelines for personal safety form part of the training. Please see Staff handbook, Part 8, Appendices 26, School Tour Guides and Visitors to School.
- Our Governor responsible for Child Protection will also undertake appropriate training to ensure they are able to carry out their duty to safeguard all of the children at our school.
- The DSL will also provide regular safeguarding updates for staff, Head and volunteers.