Attendance Note

**Date:**  16/09/2020

**Safeguarding Report for FGM - 16th September 2020**

Safeguarding Board.

Throughout the summer the school safeguarding board has kept me updated with certain issues concerning pupils. I have had the opportunity to follow up the enquiries which may be pertinent which have been answered in full. The meetings have taken place regular on a weekly basis notwithstanding the difficulties which the school has faced as a result of Covid 19.

Certain pupils have experienced some very serious issues during this period but it has been extremely reassuring to hear the manner in which the school has managed to assist those children either directly or through third party agencies.

Transitional Arrangements between Jenny and DJ.

Jenny and DJ are meeting once a week when they are discussing various aspects of the role in order to build up DJ’s experience. He already significant knowledge of issues affecting the children but the aim is to ensure that he is fully familiar with all processes and able to carry on the role which Jenny has handled as of next school academic year.

Archive Files.

Jenny is still working her way through the archived files when a date for review of the files has materialised. On that review being undertaken, the files are either shredded if they are no longer applicable or retained with a forward date for further consideration.

Safeguarding Training.

1. Jenny has conducted on the first day of school training for all staff and has set out dates for other members of staff who were not available.
2. Normally the children would have a school assembly for each year group to enable them to know who to contact as part of the Safeguarding Team but due to Covid 19 PowerPoint presentations are being made available for each class so they have that important information to hand.
3. DJ has been delivering training to Billericay & Basildon Teacher Training Academy.
4. Jenny has organised a webinar training session for Governors on the 6th October 2020.
5. Review of school records. There are three review meetings every school year. Jenny and I will be fixing dates for those meetings. The central register will be the main focal point for each of those meetings. There is going to be a Zoom meeting between Jenny, myself and hopefully DJ will be in attendance as well. That first Zoom meeting is likely to take place in the week commencing the 28th September.

Attendance.

Jenny meets with Linda Jones every fortnight. There was a meeting between Jenny and Linda on the 14th September. Attendance at school is lower probably the case due to Covid 19. The school attendance records have now introduced two new columns to record the reason for non-attendance with one column directly in relation to Covid 19, i.e. the family might be self-isolating, a family has come back from holiday and are required to isolate or someone has tested positive with the other column in relation to parents who are very cautious who are keeping the children off and may or may not be taking their children to a GP.

The school’s approach with regards to anyone in the Covid 19 column, albeit no one has tested positive, is that that will not be regarded in any way absent without permission and with those parents who are being cautious the school is accepting those children who are absent as being authorised.

Home Schooling.

Although the school was fearful that there were a number of families who want to withdraw their children for home schooling, only five families did so initially, and for various reasons only two families have now decided to home school their children.