



### Prevent Duty Risk assessment essentials and actions

	Ongoing essentials	Notes
Training Plan, Risk and Referral	The head teacher (or deputy head teacher) in her absence is the SCOP. (Single point of contact)	Established September 2015 and ongoing
	Head teacher to attend regular Prevent training updates	Ongoing
	Head teacher and staff to access new resources on portal	Spring term 17
	All Governors training updated as appropriate	Ongoing
	Admin, site staff and middays are aware of their role and updated regularly	Ongoing
	All new staff to complete Prevent Duty training	On appointment
	Prevent Duty advice and referral pathways regularly discussed with staff and available on Safeguarding wall	Ongoing
	All staff focus on values and promote these as part of our ethos	Ongoing
	Governor monitoring of British Values through Learning walks, talking to children	Spring Term 18 onwards
Safeguarding	Ensure we adopt the updated Nottinghamshire County Council Safeguarding policy, approved by governors and shared by staff	Every Autumn term
	A copy of the policy is always available for parents and other stakeholders on the website	Ongoing
	Ensure all staff read part 1 of Safeguarding children, code of conduct and internet safety at least annually and sign	Every September
	The SCR is always up to date	Ongoing
	The SCR is part of monitoring timetable half termly and on appointment	Half termly
	Governors monitoring of safeguarding is thorough and documented	Autumn term
	Ensure all volunteers receive training, code of conduct and staff handbook and sign this	Ongoing
ICT	Ensure policy updated to reflect implications for online Safety at least bi annually	Bi annually
	School uses Notts CC ICT providers and Em-cloud with safe filtering and support to ensure filters etc. are appropriate.	Ongoing
	E Safety is part of the computing curriculum for all children as well as through PSHE	Ongoing
	E- Safety workshops for parents are held	Annually
	Updated E Safety training for all staff	Annually
	E safety is part of the behaviour and anti-bullying policy	Ongoing
	Children's anti bullying posters displayed around school.	Ongoing

	Any concerns re E safety are communicated to parents/carers	As necessary
Visitors/helpers	Administration team understand importance of visitor checks	Ongoing
	Prior appointments are made for visits to school and all visitors are signed in and out at Main reception	Ongoing
	All visitors wear a lanyard and are briefed on our health and safety and our safeguarding policy including Prevent Duty	Ongoing
	Our single central record holds information on our regular helpers and volunteers who are DBS checked following NCC guidance and audited termly	Ongoing
Lettings	Our lettings policy reflects The Prevent Duty and is approved by Governors	Ongoing
Curriculum, Ethos and values	Ensure RE curriculum presents religions in an appropriate way	Ongoing
	Ensure PSHE curriculum supports our Prevent duty	Ongoing
	Ensure assemblies support the Prevent duty in an age appropriate way	Ongoing
	Ensure our values are embedded in the day to day life	Ongoing