

# Appendix 11 - Capernwray Safeguarding Report to SMT & Trustees

This report is for the period: **Month-Month Year** (approx BS term or holiday period)

Report Author: **Heather Tallents** Date: **insert date**

*NB The information in this report is confidential - names and specific circumstances cannot be discussed as routine agenda item.*

## Summary of Significant Changes made to Safeguarding Policy

Section of Safeguarding Policy	Significant Changes	Communicated to Staff & VW's

## Safeguarding Issues Referred to Designated Safeguarding Team (during Report Period)

Intervention / Support	Number this Report Period
Number of referrals open at start of period	Under 18s: Over 18s:
Safeguarding referrals received by DSL's this period	Under 18s: Over 18s:
Total number of referrals still open (noting any cases)	Under 18s: Over 18s:
Total number of referrals closed this period	Under 18s: Over 18s:
Total number of referrals made to Appropriate Authority this period	

**Safeguarding Management Team & Training Record (To be updated for each report)**

<b>Name &amp; Role</b>	<b>Safeguarding Children (Level 2) Training</b>	<b>Designated Safeguarding Lead Training</b>	<b>Additional Training/Notes</b>
<b>Nicola Firth</b> CMFOT Board Member (Chair)	Completed:09/03/23 Provider: iHasco Accredited by:IIRSM Expires: 09/03/25	<i>not required</i>	
<b>Alan Wadsworth</b> CMFOT Board Member (Safeguarding)	Completed: 04/10/22 Provider: iHasco Accredited by:IIRSM Expires:04/10/24	<i>not required</i>	
<b>Brian Wickens</b> Managing Director	Completed: 01/04/22 Provider: iHasco Accredited by:IIRSM Expires: 01/04/24	<i>not required</i>	
<b>Heather Tallents</b> Senior Designated Safeguarding Lead HR and Admin Director	Completed: 20/10/22 Provider: iHasco Accredited by:IIRSM Expires: 20/10/24	Completed: 18/05/24 Provider: 31:8 Expires: 18/05/26	
<b>Forest Paget</b> Deputy Designated Safeguarding Lead Holidays and Volunteers Director	Completed: 21/04/24 Provider: iHasco Accredited by:IIRSM Expires: 21/04/26	Completed: 06/06/24 Provider: 31:8 Expires: 06/06/26	
<b>Hester Martin</b> Deputy Designated Safeguarding Lead Dean of Female Students	Completed: 20/11/23 Provider: iHasco Accredited by:IIRSM Expires: 20/11/25	Completed: 06/06/24 Provider: 31:8 Expires: 06/06/26	Safeguarding in Pastoral Ministry Completed: 15/10/24 Provider: 31:8
<b>Marie Gildea</b> Deputy Designated Safeguarding Lead Holidays Administrator	Completed: 14/04/23 Provider: iHasco Accredited by:IIRSM Expires: 14/04/25	Completed: 14/02/24 Provider: 31:8 Expires: 14/02/26	

\* system amended 14/03/23 to alert DSL's of upcoming training expiry dates

**Additional Safeguarding Training for Staff, Volunteer Workers and Trustees over previous 2 years**

<b>Safeguarding Training</b>	<b>Number of people</b>	<b>Date of Training</b>	<b>Title and Method of Training</b>	<b>Course Provider (if applicable)</b>

**Record of Current Disclosure & Barring Service Checks (DBS checks)**

	<b>Current Number of Permanent Staff checks on file</b>	<b>Current Number of Volunteer Workers checks on file</b>	<b>Number of Staff unchecked</b>
DBS check			
Update Service checks			
Appropriate Overseas Checks			
Check not provided			
Number of Checks Raising Concerns			

**Staff DBS Update Service Checks due for review MONTH / YEAR**

**Comments / Additional Information for Board**