Derbyshire Safeguarding Audit Tool for Schools 2026-2027

Thank you for completing the Derbyshire Safeguarding Audit Tool for Schools 2026–2027

Introduction

This audit is designed to support schools in evaluating the effectiveness of their safeguarding arrangements against current statutory guidance and local safeguarding expectations. The tool will help identify areas of strength, highlight areas for development, and support strategic safeguarding planning throughout the academic year. Please use the ' guidance document to support your decision making where necessary. For each statement, please select the response that best reflects your current position:

- **Fully met** – All requirements are in place and evidenced.
- **Partially met** – Some requirements are in place, but further development is needed.
- **Not met** – Requirements are not yet in place or cannot currently be evidenced.
- **Not applicable** – Only where this option is available and the statement does not apply to your setting.

Please provide evidence where requested and identify actions required for any statements marked **Partially met** or **Not met**. The audit is most effective when completed collaboratively by safeguarding leaders, senior leaders and governors/trustees, drawing upon a range of evidence sources including policies, training records, safeguarding processes, curriculum offer and quality assurance activities. Saving Your Progress Microsoft Forms does **not automatically save partially completed responses** for all respondents. To avoid losing information, we recommend one of the following approaches: Option 1 – Complete in One Session this will require sufficient time to complete the audit in a single sitting before submitting your response. Option 2 – Keep a Local Copy - Prepare longer evidence and action-plan responses in a Word document and paste them into the form when ready to submit. Option 3 – Create a School Working Copy Schools may wish to create their own working copy of this audit for internal completion and review. To create a copy:

1. Open the audit form.
2. Select **More form settings (⋯)** in the top-right corner.
3. Choose **Copy**.
4. Rename the copied form to reflect your school name and academic year.

5. Use the copied version to gather contributions from relevant staff before submitting your final audit

1. **Data Protection**

   We are committed to protecting personal data, and ensuring it is used fairly and lawfully. Information you provide to us will be used for the purposes of this audit, to identify, map and signpost additional support. Personal data will be processed in accordance with UK GDPR and the Data Protection Act 2018 legislation. Derbyshire County Council https://www.derbyshire.gov.uk/council/gdpr/privacy-notices/privacy-notices.aspx

   Do you consent to the processing and storing of your response for the purpose of this event? *(Please select one option)*

   - (●) Yes
   - ( ) No

2. Name of School *

   Wirksworth Junior School

3. Name of Trust, if applicable

   Derbyshire County Council

4. Email address of DSL completing form *

   isabel.webb@wirksworth-jun.derbyshire.sch.uk

5. Email address of Headteacher (if different from above)

isabel.webb@wirksworth-jun.derbyshire.sch.uk

Leadership, Key roles and Governance

These statements relate to Leadership responsibilities and Governance

6. **The school complies with their duties under legislation, contributing to multi-agency working in line with statutory guidance.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

7. **An appropriate senior member of staff is appointed as Designated Safeguarding Lead (DSL), their role is described within their job description and they receive the support and supervision required to fulfil their role. Any deputy DSLs are trained to the same standard as the DSL and the role should be explicit in their job description**

- ( ) Fully met
- (●) Partially met
- ( ) Not met

8. **In line with local procedures school has a designated safeguarding email which is accessible by at least 2 members of staff, checked daily during term time.**

- (●) Fully met
- ( ) Partially met

- ◯ Not met

9. **The school has an appointed Designated Teacher who has appropriate training and the relevant qualifications and experience, to promote the achievements of pupils who are: looked after children, previously looked after children, care leavers and children in kinship care arrangements safe.**

   - ◉ Fully met
   - ◯ Partially met
   - ◯ Not met

10. **The DSL works collaboratively with key leaders to coordinate and strengthen the school's overall safeguarding approach (considering RSE/PSHE, SENCO, Designated Teacher, Attendance lead, mental health lead, digital lead etc).**

    - ◉ Fully met
    - ◯ Partially met
    - ◯ Not met

11. **The DSL understands the role of safeguarding statutory partners, acts as the school's main safeguarding contact, and works effectively with local safeguarding partners and other agencies in accordance with legislation, local procedures and statutory guidance.**

    - ◉ Fully met
    - ◯ Partially met

- ◯ Not met

12. **School leaders quality assure all alternative provision, ensuring it meets pupils' needs, while maintaining oversight of safeguarding, attendance welfare through effective information sharing and regular review arrangements.**

    - ◉ Fully met
    - ◯ Partially met
    - ◯ Not met
    - ◯ Not applicable

13. **All relevant staff are aware of, and work in accordance with, local safeguarding partnership arrangements and DDSCP procedures, demonstrating effective multi-agency working, appropriate information sharing, and engagement with local safeguarding, family help and child protection processes**

    - ◉ Fully met
    - ◯ Partially met
    - ◯ Not met

14. **The school have a named governor or trustee for safeguarding.**

    - ◉ Fully met
    - ◯ Partially met
    - ◯ Not met

15. **Governors/trustees ensure the school meet their statutory safeguarding and child protection duties**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

16. **All governors/trustees undertaken regular safeguarding training to enable them to carry out their governance responsibilities and give strategic challenge ensuring there is a whole school approach to safeguarding.**

- ( ) Fully met
- (●) Partially met
- ( ) Not met

17. **Safeguarding and child protection is a regular agenda item during governor/trustee meetings.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

18. **The governing body/trustees should seek assurance that, when the school premises is hired for non school activities, the provider or individual have appropriate safeguarding and child protections procedures in place (and are explicit in the lease or hire agreement) and are checked as needed**

- (●) Fully met
- ( ) Partially met

- ○ Not met

19. **The governing body/trustee ensure there are arrangements in place for the provider or individual to share with the school any safeguarding concerns that have been raised or occurred, where appropriate**

- ◉ Fully met
- ○ Partially met
- ○ Not met

20. **The governing Body/trustees ensure the school's physical environment is safe and secure.**

- ◉ Fully met
- ○ Partially met
- ○ Not met

21. Evidence to support responses in this section.

Terms of Condition is completed for all hiring of the school and these are updated annually.
As part of this process, we see safeguarding policies, DBS paperwork, safeguarding compliance and check id on arrival into school.
School records all meeting with outside agencies on My Concerns, rationales for referrals and actions agreed to be taken.
The safeguarding governor meets with the DSL twice a year and writes a monitoring report alongside the school, listing the strengths and next steps. This is reported back to the Full Governors. Governors also have sight of the DCC safeguarding audit and the LGFL online safeguarding audit.
The DSL is the PSHE coordinator and she meets with the SENDCo once a week who is the on the SLT.
The school completes an annually health and safety report- June 2026 - this report was also completed by DCC health and safety advisor. This was taken

22. **All criteria met in this section.**

- ○ Fully met
- ◉ Partially met
- ○ Not met

23. Actions required for all Partially met and Not met statements. *

Not all governors have completed the safeguarding training, this is being chased. The new Deputy DSL needs an updated job description.

Safeguarding Policies and Procedures

24. **All staff and leaders have access to, have read and understand the annually updated school safeguarding/child protection policy and the parts of KCSIE September 2026 relevant to their role, and consistently adhere to these requirements in practice.**

- ◉ Fully met
- ○ Partially met
- ○ Not met

25. **The school have adopted and personalised the local partnership templates for safeguarding/child protection which has been approved by the governing body and is available on the school website. (If local template is not adopted, please share in evidence section as to what is used).**

- ◉ Fully met

- ○ Partially met
- ○ Not met

26. **The school website provides accessible and up-to-date safeguarding information for children, families and professionals, including safeguarding policies, key contacts, reporting routes and participation in Operation Encompass.**

- ○ Fully met
- ◉ Partially met
- ○ Not met

27. **The attendance policy outlines reporting systems and the procedures school has in place to manage attendance.**

- ◉ Fully met
- ○ Partially met
- ○ Not met

28. **Safeguarding/child protection policies are in place, cross referenced and aligned with other relevant school policies and statutory guidance (Ofsted handbook).**

- ☑ Child on child abuse (could be included in the CP policy)
- ☑ Online safety (including AI)
- ☑ Allegations against staff (including low level concerns)
- ☑ Behaviour policy

- [x] Staff code of conduct
- [x] Whistleblowing policy
- [x] PSHE/RSE policy
- [x] Anti bullying policy
- [x] Safer recruitment policy
- [x] Attendance policy
- [x] Health and safety policy
- [x] Prevent Duty
- [x] Supporting pupils at school with medical conditions
- [x] Mobile phone policy
- [x] Schools Allergy Policy

29. **When a parent/carer express an intention to electively home educate (EHE), the school meets with parent/carer to offer support and works with the local authority and relevant professionals to consider the child's wishes, educational needs, vulnerabilities and best interests before the child is removed from roll.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

30. **When a parent or carer confirms in writing that their child will be educated otherwise than at school, the school follows statutory and local authority procedures, completes the required notifications and removes the child from the admission register only when the legal conditions for deletion are**

met.

- [x] Fully met
- [ ] Partially met
- [ ] Not met

31. Evidence to support responses in this section.

Paperwork for electively home schooled children are stored on my Concern and are forwarded to the new school when they have re-enrolled.
All policies up to date and taken to governors
Children have their own safeguarding policies. (Anti-bullying, Attendance, Safeguarding)

32. **All criteria met in this section**

- [ ] Fully met
- [x] Partially met
- [ ] Not met

33. Actions required for all Partially met and Not met statements.

Safeguarding part of the school website needs updating- encompass and contact details.

Staff Training

34. **All staff receive appropriate safeguarding and child protection training at induction, including online safety, this is followed by annual safeguarding training.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

35. **All staff receive regular safeguarding and child protection updates, Eg: DfE briefing updates, local updates shared at DSL networks and through DDSCP etc**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

36. **The DSL and any deputy DSLs complete formal safeguarding training at least every two years and refresh their knowledge and skills regularly.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

37. **The DSL regularly reviews safeguarding data and contextual events to ensure training is relevant and reflective of need and local context.**

- (●) Fully met

- ○ Partially met
- ○ Not met

38. Evidence to support responses in this section.

Safeguarding certificates
DDSCP briefings
School briefings with safeguarding updates where relevant.
Attendance at the Open centre and people in from different to promote mutual respect and cultural diversity. The curriculum is updated to study different faiths and respect for these.

39. All criteria is met in this section

- ◉ Fully met
- ○ Partially met
- ○ Not met

40. Actions required for all Partially met and Not met statements.

None

Online Safety

41. **All staff complete annual online safety training, including filtering and monitoring, appropriate use of AI and the four areas of online risk: content, contact, conduct and commerce.**

- ◉ Fully met

- ○ Partially met
- ○ Not met

42. **There is guidance and procedures for usage of AI in place which is understood and utilised by staff.**
    - ◉ Fully met
    - ○ Partially met
    - ○ Not met

43. **There is a robust filtering and monitoring process in place that staff, children and parents are aware of. (Refer to filtering and monitoring standards).**
    - ◉ Fully met
    - ○ Partially met
    - ○ Not met

44. **An annual review of online safety is carried out and an action plan has been developed around this.**
    - ◉ Fully met
    - ○ Partially met
    - ○ Not met

45. **Pupils receive age-appropriate online safety education and parents and carers receive accessible information and guidance so they can recognise online risks, respond supportively and know how and where to seek help or report concerns.**

- [x] Fully met
- [ ] Partially met
- [ ] Not met

46. Evidence to support responses in this section.

We offer training/workshops to parents to support keeping their children safe online.
Children have online safety training through the PSHE and the Computing curriculum.
Children take part in an annual E-safety day and update their policy.

47. **All criteria is met in this section**

- [x] Fully met
- [ ] Partially met
- [ ] Not met

48. Actions required for all Partially met and Not met statements.

Review the AI use annually.
Re-instate the i-vengers for 2026 to 2027.

Information Sharing

49. **Staff understand the safeguarding importance of timely information sharing and proactively share relevant and proportionate information with appropriate practitioners and agencies to protect children.**

- [x] Fully met
- [ ] Partially met
- [ ] Not met

50. **School has clear, robust process and procedures for sharing information within their setting and with all safeguarding partners, other organisations and practitioners**

- [x] Fully met
- [ ] Partially met
- [ ] Not met

51. **All relevant staff are aware of data protection principles which allow them to share personal information**

- [x] Fully met
- [ ] Partially met
- [ ] Not met

Curriculum and Personal Development opportunities

52. **There is a planned education programme to teach safeguarding across the whole curriculum including PSHE/RSHE, online safety, computing and ICT which is regularly revisited to ensure that it is up-to-date and effective.**

- [x] Fully met
- [ ] Partially met

- ○ Not met

53. The school's RSHE provision is fully compliant with the updated RSHE guidance, July 2025

- ◉ Fully met
- ○ Partially met
- ○ Not met

54. **Learners have an age-appropriate understanding of Protected Characteristics and how these are important in promoting respect and preventing discrimination**

- ◉ Fully met
- ○ Partially met
- ○ Not met

55. **Learners know who the designated lead(s) or other trusted adults are in school and how they can be contacted to report/address any concerns.**

- ◉ Fully met
- ○ Partially met
- ○ Not met

56. **Learners are confident that if they made a disclosure they will be listened to, taken seriously and responded to appropriately.**

- ◉ Fully met

- ○ Partially met
- ○ Not met

57. **Learners are taught about how to keep themselves and others safe, including online and offline.**

- ◉ Fully met
- ○ Partially met
- ○ Not met

58. Evidence to support responses in this section.

Pupils responses to our annual safeguarding survey. Any concerns raised at this are recorded and acted upon. Children update their safeguarding policies annually. Children have their own safeguarding boards and have a number of ways to tell others their worries, such as worry box in the classrooms, stop cards as a non verbal way of sharing and knowing a trusted adult who can take actions to make a difference.
The online safety curriculum is linked to the Education for a Connected World resources which are matched to the needs in the classroom and are used to

59. All criteria in this section are:

- ◉ Fully met
- ○ Partially met
- ○ Not met

60. Actions required for all Partially met and Not met statements.

Enter your answer

Recognising and Responding to Wider Safeguarding Risks

61. **Teachers understand it is there statutory duty to report FGM to the police.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

62. **Child protection concerns are shared with the Local Authority Children's Social Care team in line with local procedures.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

63. **There are measures in place to prevent and respond to all forms of child on child abuse inside and outside the school.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

64. **Staff and learners are able to recognise and report incidents of child on child abuse inside and outside the school including sexual violence and sexual harassment.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

65. **There are measures in place to protect learners from criminal and/or sexual exploitation.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

66. **Learners are aware and know how to report incidents of criminal and or/sexual exploitation.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

67. **There is an up to date risk assessment and action plan to meet the Prevent Duty.**

- (●) Fully met
- ( ) Partially met

- ◯ Not met

68. **The school has access to either the Counter Terrorism Local Profile (CTLP), a briefing of this document or some other means of understanding the local terrorist & extremist risks?**

- ◉ Fully met
- ◯ Partially met
- ◯ Not met

69. **The school meet their duty to protect learners from radicalisation and extremism.**

- ◉ Fully met
- ◯ Partially met
- ◯ Not met

70. **Learners are aware of what radicalisation and extremism is and how to report it.**

- ◉ Fully met
- ◯ Partially met
- ◯ Not met

71. Evidence to support responses in this section.

Staff are trained on PREVENT and know the risks to the school are from right-winged ideology. The curriculum is adapted to show mutual respect through assemblies, Computing, PSHE and RSE curriculum.
Children have assemblies and workshops from the NSPCC and know what to do if they are worried and concerns about another child's views.
Children have their own policies on safeguarding and anti-bullying with what actions they should take if they are worried about themselves and others.
The school has a achieved the bronze RSE award from DCC- 2026.
The school has an radicalisation and extremism policy with actions on how to prevent this in school and offer support.

72. All criteria are met in this section.

- (●) Fully met
- ( ) Partially met
- ( ) Not met

73. Actions required for all Partially met and Not met statements.

Add a question on radicalisation and extremism onto the parents and pupils surveys.

Additional Vulnerabilities

74. **Staff recognise the potential additional risks to learners with SEND.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

75. **Staff know and can recognise additional vulnerabilities of learners - both online and off line.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

76. **Taking into consideration the school context, learners with additional vulnerabilities are identified, monitored and supported appropriately.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

77. **Staff are able to recognise and support learners with mental health issues.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

78. **Learners are able to access support for mental health issues, if required**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

79. **Staff are aware and understand the additional vulnerabilities for looked after children, previously looked after children and children in kinship care arrangements.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

80. Staff are able to identify children in a private fostering arrangement and notify the local authority.

- (●) Fully met
- ( ) Partially met
- ( ) Not met

81. **Staff recognise young carers and assess the impact of caring responsibilities on each learner's safety, wellbeing, attendance, development and education, providing or coordinating timely support and safeguarding action where required.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

82. Evidence to support responses in this section.

All support offered is documented on My Concern.
We work alongside a variety of different agencies - Change. Grow. Live. The Elms Foundation. WE have made referrals for children as Young Carers.
Support families with free before and after school care. Bespoke work is given to families, including Early Help for the some families.
Adaptive teaching is put in place so all children understand how to keep themselves safe.

83. **All criteria is met in this section.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

84. Actions required for all Partially met and Not met statements.

None

Safeguarding and Promoting the Welfare of Children

85. **Visitors attending school in a professional capacity should have their identification checked for assurance that the visitor has an appropriate DBS check.**

- (●) Fully met
- ( ) Partially met

- ○ Not met

86. **The school has clear arrangements for external providers delivering educational content, including assessment of educational value, age appropriateness, safeguarding considerations, and any vetting or suitability checks required**

- ◉ Fully met
- ○ Partially met
- ○ Not met

87. **Learners with emerging needs are identified early, supported through the school's early help arrangements, regularly reviewed and referred or escalated where needs increase or do not improve.**

- ◉ Fully met
- ○ Partially met
- ○ Not met

88. **Staff and senior leaders are aware, understand and can use local safeguarding thresholds when identifying needs and the appropriate level of intervention.**

- ◉ Fully met
- ○ Partially met
- ○ Not met

89. **Staff and Senior leaders know how to escalate concerns if it is felt another agency is not taking appropriate action to keep a learner safe.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

90. **The school has an effective behaviour policy which promotes a safe and respectful culture, recognises changes in behaviour as possible indicators of safeguarding need, and ensures concerns are recorded, shared with the DSL and responded to appropriately**.

- (●) Fully met
- ( ) Partially met
- ( ) Not met

91. **The school has clear policy and procedures for the use of reasonable force and restrictive interventions. All incidents are recorded on the child's safeguarding or behaviour file, shared with parents/carers, reviewed appropriately, and reported to governors through safeguarding oversight arrangements.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

92. Evidence to support responses in this section.

Monitoring reports are written alongside the IT technician to check that our internet is safe but not over restrictive.
Children who are discovered to be trying to access inappropriate content are given support which is written up on My Concern, such as children been given 1:1 teaching on what they could have done differently, working alongside the families, making them an i-vengers to promote what safe access to the internet looks like.
The behaviour policy has been extensive updated with parents in December 2025 and children have their won policy.
We reward children for reporting online concerns
The Single Central Record is updated with checks made and a skeleton record is kept of staff that were at the school. This is monitored by SLT and the

93. **All criteria met in this section**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

94. Actions required for all Partially met and Not met statements.

None

Safeguarding Record Keeping

95. **Schools ensure there is secure process for safeguarding record keeping in line with the Data Protection Act (DPA) 2018 and UK General Data Protection Regulation (UK GDPR).**

- (●) Fully met
- ( ) Partially met

- ○ Not met

96. **The DSL ensures safeguarding/child protection files, (separate to the main pupil file) are securely transferred to the new school within five working days and confirmation of receipt should be obtained.**

- ◉ Fully met
- ○ Partially met
- ○ Not met

Safer Recruitment

97. **The school has adopted a robust recruitment and selection procedure that sets out how staff and volunteers are recruited and what steps will be taken to check their suitability to work with children and young people.**

- ◉ Fully met
- ○ Partially met
- ○ Not met

98. **The school maintains a Single Central Record (SCR) including written confirmation of relevant checks by agency/training providers/third party staff (pg 77 KCSIE 25)**

- ◉ Fully met
- ○ Partially met
- ○ Not met

99. **The school ensures there are an appropriate number of staff, with Safer Recruitment training and all interview panels include at least one safer recruitment trained member of staff.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

Staff Behaviour/Professional Conduct Procedures

100. **Concerns about poor or unsafe practice and potential failures in the schools safeguarding regime are reported and taken seriously by the governing body/proprietor and senior leadership team.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

101. **All staff are aware of and follow the procedure for responding to and managing allegations against staff, including the headteacher, supply staff, contractors, and volunteers.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

102. Evidence to support responses in this section.

We have Managing Allegations about staff policy and a Confidential Reporting policy.
All visitors and new staff undergo an induction, with time to read the policies if they are attending on a regular basis. This is documented and saved in their personnel files.
We have a board in the staff room which tells staff what to do, including paperwork found on Share-point.

103. **All criteria met in this section.**

- (●) Fully met
- ( ) Partially met
- ( ) Not met

104. Actions required for all Partially met and Not met statements.

None.

105. **What is perceived as the most significant safeguarding challenge faced by your setting currently and why?**

The most significant safeguarding concern is managing anxiety and anger, and th

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