**School Safeguarding Consultancy Service 2025-2026**

This is a traded offer through the Learning and Skills Education Quality and Safeguarding School Based Development Offer.

The cost of a consultancy carried out in 2025-2026 is £350 (schools will be invoiced after the consultancy has been completed).

Safeguarding consultancies are undertaken by Shropshire Council Local Authority Education Quality and Safeguarding Officers. They will focus on specific areas to help schools to consider strengths and areas for improvement in their safeguarding arrangements. This will include a review of school’s compliance with [KCSiE](https://www.gov.uk/government/publications/keeping-children-safe-in-education--2) and other linked statutory guidance referenced within it; as well as alignment with local safeguarding arrangements.

The process is intended as a supportive audit to help schools evaluate and strengthen their safeguarding practices. Consultancies do not replace any advice given by regulatory bodies, statutory agencies, or inspectorates. Nor will they predict the outcomes or gradings of future inspections.

Following the visit, a report will be prepared to outline high level findings with recommendations or actions arising from the consultancy.

**Areas of focus:** School based consultancies will focus on the following areas:

1. Leadership and Governance.
2. Safeguarding Policies and Systems.
3. Knowledge, Competence and Safety.
4. Child-centred practice.

**Consultancy format:**

* Pre-consultancy visit evidence request and review
* Consultancy visit (no more than a full day; depending on school size).
* Post-consultancy visit evidence analysis and report writing

**To book** a consultancy; please email Emma Harding (Education Quality and Safeguarding Officer: Schools) at [Emma.Harding-Safeguarding@shropshire.gov.uk](mailto:Emma.Harding-Safeguarding@shropshire.gov.uk); indicating preferred days.

**Evidence to be made available to inform consultancy:** Please see the table on the next pages.

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|  | **Evidence to be made available** | **People to be present** |
| **Before consultancy visit** *(requested by Safeguarding Officer prior to the consultancy visit if not available on website)*: | | |
|  | Safeguarding Policies\* *(if not available on school website)* including   |  |  |  |  | | --- | --- | --- | --- | | Child Protection Policy | Behaviour Policy | Attendance Policy | Relationships (Sex) Health Education Policy and Curriculum | | Safer Recruitment Policy and current vacancies | Staff Behaviour Policy/Code of Conduct | Complaints Policy |  |   *\* Minimum required list.*  Statutory Safeguarding (Section 11) Audit  Prevent Risk Assessment  Online Safety Review/Assessment  Any other evidence of safeguarding arrangements review/improvement assessments/plans  Safeguarding Report/Data Template(s) to Governing Body/Proprietors *(data not required)*  Website/Social Media Review *(specifically policies and safeguarding/pastoral information)*  Relevant Pupil/Parents survey results or other evidence of recent engagement with pupils/parents relating to safeguarding arrangements  Staff Safeguarding Survey *(Forms link be sent by Safeguarding Officer for dissemination to staff)* | N/A |
| **During consultancy visit** | | |
| 1. Leadership & Governance | Oversight  Interview with Headteacher and DSL  Interview with Safeguarding Link Governor and any documents/checklists/reporting arrangements  Safeguarding Report/Data Template(s) to Governing Body/Proprietors *(data not required).*  Safer Recruitment/Safe School  Safer Recruitment Policies/Processes  Single Central Record (SCR)  Staff personnel files (2-3 files for newest members of staff)  Letter from Agency/Third party Company who provide staff *(where applicable)*  Evidence/records of “other” recruitment/reception checks *(if not on SCR)* (inc Volunteers, Governors, Fee funded student teachers, Visitors, Contractors)  Contracts/Agreements (including services delivered during school time and where premises are used for non-school activities).  Work experience arrangements  Alternative Provision Commissioning and Assurance documents  Home stay arrangements | * Headteacher * DSL * Safeguarding Link/Chair of Governors * Admin/business manager (member of staff responsible for administration of safe recruitment/safe school checks) |
| 1. Safeguarding Policies and Systems. | Discussion on Safeguarding Policies and procedures and how they are implemented into practice (informed by pre-consultancy visit review of Policies provided; as well as evidence gathered in other areas of focus)  Discussion/evidence of DSL/SLT monitoring of safeguarding (including provision of numbers of children receiving help/support/protection), quality assurance and oversight.  Safeguarding File Transfer Process  Review of Safeguarding filing systems (electronic and/or paper) including:   * + Dip sample audit of Concern records.   + Review of at least one child-on-child abuse risk assessment   + Review/discussion about presence/quality of significant event chronologies. | * Headteacher * DSL |
| 1. Knowledge, Competence and Safety. | Safeguarding Training/CPD Audit (including induction and updates): to include person responsible for maintenance. *(at least DSL, 1 Governor and 2 members of staff: teaching and non-teaching)*  Induction processes (Staff/Governors/Volunteers)  Training Certificates (2-3 certificates including DSL)  Supervision practices and recording (For Staff and DSL/DDSLs)  Interviews with staff: (to include a range of staff of different teaching and non-teaching roles across school and any DDSLs). | * DSL * Admin/business manager (member of staff responsible for administration of training/CPD records) |
| 1. Child-centred practice. | Formal and informal conversations with a range of children from different year groups/levels of need *(method depending on settings but should include as a minimum walk around/informal conversations with children and specific conversations with a group of children of varying ages/need about safeguarding in the curriculum).*  Relevant Pupil/Parents survey results or other evidence of recent engagement with pupils/parents relating to safeguarding arrangements  Interview with RSHE/PSHE Curriculum Lead | * DSL * RSHE/PSHE Curriculum Lead |