

Kirklees College Corporation

## SAFEGUARDING COMMITTEE

### Minutes of a meeting held at 14.00 on 9 Nov 2020 by Microsoft Teams videoconference

Present:	Mrs C George	Member (Chair)
	Mr G Hetherington	Member
	Ms M Gilluley	Member (Executive)
	Mr J Royle	Member
Attendance:	4/5 = 80%	KPI 80% Quorum: 3
In attendance:	Ms J Green	Clerk to the Corporation
	Ms C Gonzalez-Eslava	Vice Principal
	Mrs P Harrow	Assistant Principal Student Experience
	Mr R Hillas	Deputy DSL (Dewsbury)
	Mr N Shaw	Deputy DSL (Huddersfield)

Item	Action/ Report Item
<b>PRELIMINARY ITEMS</b>	
<b>0</b>	<b>APPOINTMENT OF CHAIR, WELCOME AND INTRODUCTIONS</b>
i	<b><u>RESOLVED:</u></b>  <b>(i) To re-appoint Mrs C George as Committee Chair with immediate effect.</b>
ii	Due notice having been given and a quorum being present, the Chair declared the meeting open.
<b>1</b>	<b>APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST</b>
i	Apologies were received from Committee member Mr J Williams.
ii	All confirmed that, other than items previously disclosed and placed on record, they had no direct or indirect interest in any way in the business to be transacted at the meeting which they were required to disclose.
<b>2</b>	<b>MINUTES OF THE PREVIOUS MEETING AND MATTERS ARISING</b>
i	<b><u>RESOLVED:</u></b>  <b>(i) To approve the minutes of 12 March 2020 as an accurate record.</b>  <u>Matters arising not on the Agenda</u>
ii	No matters were raised.  <u>Update on Agreed Actions</u>
iii	<b><u>Safeguarding Caseload to be split into 'planned' and 'unplanned':</u></b> Assistant Principal Student Experience Ms P Harrow ("PH") would cover this during her demonstration of the CPOMS safeguarding software.
iv	<b><u>Arrangements to be made for Safeguarding Lead Governor to check the monitoring of the Single Central Record:</u></b> This was outstanding.

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v	<b>Action (rolled over):</b> PH to liaise with the Safeguarding Link Governor to provide assurance regarding the monitoring of the Single Central Record.	PH
vi	<b><u>Outstanding policy/procedure reviews and all documents to have review dates:</u></b> This had been actioned and would be reported on at the next meeting.	
vii	<b><u>Governor Safeguarding and Prevent training:</u></b> This was expected to be delivered on Friday 23 April 2020. There had been discussion at the recent Clerk, Chair, Principal meeting about steps that might be taken in the meantime.	
viii	<b><u>Safeguarding Link Governor Role Description:</u></b> This had been actioned.	
ix	<b><u>Report on the control framework for data protection and assurance:</u></b> This would be deferred to the next meeting.	
x	<b>Action (rolled over):</b> Committee to receive a report on the effectiveness of the control framework for data protection and assurance.	JG
xi	<b><u>Management sharing of work around improving information sharing with schools:</u></b> This had been superseded by the introduction of the CPOMS software.	
<b>BUSINESS OF THE MEETING</b>		
3.0	<b>DESIGNATED SAFEGUARDING LEAD REPORT</b>	
i	The Committee noted PH's advice and agreed to report to the Corporation as follows:	
ii	<p><b>Corporation report:</b></p> <ul style="list-style-type: none"> <li>➤ All Governors should note the changes made to the publication 'Keeping Children Safe in Education';</li> <li>➤ In the recent Ofsted visit, positive verbal feedback was received from an inspector regarding the College's approach to ensuring that learners were safe and well informed about potential risks;</li> <li>➤ As the campus police officer had left, the College would seek a replacement;</li> <li>➤ The Committee heard that the new Safeguarding Security &amp; Behaviour Working Group (which brought together a cross-functional team with representation from safeguarding, health &amp; safety, security, positive behaviour and pastoral support) was having a positive impact on the risk profile, enabling more effective sharing of information, priorities and issues, as well as of the wider Kirklees perspective;</li> <li>➤ The Committee supported an amendment to the Criminal Conviction process to strengthen the College's hand in defending its decisions to external agencies;</li> <li>➤ In a very positive move, PH had been appointed to the newly formed National Association of Designated Safeguarding Leads Strategy Group as the Further Education ("FE") sector representative; and</li> <li>➤ The Committee warmly congratulates Safeguarding team member Ms A Fuller, who was recently singled out for praise by the Head of Safeguarding for Kirklees.</li> </ul>	Report Item 1
iii	<b>Action:</b> The amended version of Keeping Children Safe in Education to be uploaded to the governance portal in place of the old version.	JG
3.1	<b>SAFEGUARDING AND CHILD PROTECTION POLICY REVIEW</b>	
i	A new version of the Safeguarding and Child Protection Policy was presented. The Committee discussed with management the reasons for the proposed changes; they reflected recent changes to statutory guidance from the Department for Education and to the Kirklees Safeguarding Child Protection LA model policy.	

Item		Action/ Report Item
ii	<b>Action:</b> The adoption of the new version of the Safeguarding & Child Protection Policy to be proposed for Corporation approval by written resolution.	JG
iii	<b>Action:</b> All Governors to receive a short (no more than A4) summary of the Corporation's responsibilities for safeguarding.	PH
<b>3.2</b>	<b>CPOMS DEMONSTRATION</b>	
i	PH showcased the new CPOMS software. Members were impressed with the functionality of the product and agreed that it looked to have been a good investment.	
<b>4.0</b>	<b>LESSONS LEARNED</b>	
i	Deputy Safeguarding Leads Mr R Hillas and Mr N Shaw each shared a study from their caseloads.	
ii	There was discussion about the impact of the pandemic lockdown. Members were interested to hear that youth violence had been severely disrupted. A working group had been set up to look at safeguarding for home schooled children, as their numbers had increased and many were flying under the radar of the usual agencies.	
<b>ANNUAL REPORT</b>		
<b>5.0</b>	<b>DRAFT ANNUAL SAFEGUARDING REPORT</b>	
i	It was noted that the purpose of the annual report was to provide assurance in respect of the College safeguarding arrangements and compliance with "Keeping Children Safe in Education". The Committee reviewed the draft report for 2019-20, which included a wealth of data and analysis and picked up on themes discussed in previous meetings. The Corporation's safeguarding responsibilities were set out on the front page as a reminder for Governors, and an introductory section described the structure of the safeguarding team and the role of Ofsted in regard to safeguarding.	
ii	PH confirmed that <ul style="list-style-type: none"> <li>➤ She was the College's Designated Safeguarding Lead;</li> <li>➤ The Link Governor for Safeguarding was Independent Governor Mrs C George;</li> <li>➤ Mandatory staff training delivery and DBS checks were up to date; and</li> <li>➤ College policies remained compliant with safeguarding legislation and guidance and had been updated for recent changes.</li> </ul>	
iii	An additional section in the 2019-20 report explained how the College had adapted its practice in response to COVID-19. It noted in particular that the ESafe software normally used to monitor the College network for the input of keyword indicators of a potential need for intervention had been less impactful than usual, as many students were using their own devices. Nationally, data evidenced significant increases in young people accessing pornography, gambling and gaming, so the reduced ability to monitor online activity was concerning.	
iv	The report identified that the number of students accessing safeguarding services had increased again - by 9.82% since the previous year, with 570 individual students supported. It noted that the College had a particularly high proportion of learners with vulnerabilities or disadvantage due to being looked after children, care leavers, young parents and young carers and/or having special educational needs and disabilities. It contained data on all these categories, which were growing year on year, and explained how the College supported its most vulnerable learners. Mental health issues continued to dominate (23% of all cases in 2019-20) and the report explained how the College was seeking to address this.	

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v	Members were encouraged by the increase in numbers of male students who felt able to seek help and support. Previously there were low numbers of male students accessing the service and PH attributed the increase to the work of the Deputy Safeguarding Leads engaging with male students, particularly in STEM areas. As a result of this increase there is a more even split emerging between male and female service users.	
vi	Finally, the report highlighted a concerning increase in prevalence of safeguarding cases involving gang affiliation, knife crime and child criminal exploitation, and explored some of the challenges of managing the behaviour of learners affiliated to different gangs. Pre-enrolment checks for criminal convictions and matters pending continued to provide useful information to support risk management; the report recorded that, in 2019-20, 11 applicants were rejected due to the high level of risk, an increase of 120% in comparison to the previous academic year.	
vii	The Committee commended PH on her comprehensive report and the high level of assurance it provided in terms of statutory compliance - albeit the picture it painted of increasing levels of vulnerability and harm from largely external factors was concerning. Members picked up a couple of typos and agreed to send any further comments to PH by email prior to the Corporation meeting mailing date.	
viii	<b>Action:</b> Any Member having further comments on the draft annual safeguarding report, to send them to Ms P Harrow by Friday 4 December at the latest.	Mems
ix	<b>Corporation Report:</b> The Committee considers that the Safeguarding Annual Report 2019-20 gives a good account of the challenges the College confronted in 2019-20 (supported by data) and how it responded, provides a high level of assurance in terms of statutory compliance, and clearly details its plans for 2020-21. It recommends to the Corporation that it be approved.	Report Item 2
<b>GOVERNANCE AND ADMINISTRATION</b>		
7	<b>PUBLICATION OF PAPERS</b>	
i	<b><u>RESOLVED:</u></b> <b>(i) All papers except for the 12 March minutes to be withheld from publication.</b>	
8	<b>DATE OF NEXT MEETING</b>	
i	8 March 2021	

## Items of Report for Corporation

#	Details	Minute
1.	<ul style="list-style-type: none"> <li>➤ All Governors should note the changes made to the publication 'Keeping Children Safe in Education';</li> <li>➤ In the recent Ofsted visit, positive verbal feedback was received from an inspector regarding the College's approach to ensuring that learners were safe and well informed about potential risks;</li> <li>➤ As the campus police officer had left, the College would seek a replacement;</li> <li>➤ The Committee heard that the new Safeguarding Security &amp; Behaviour Working Group (which brought together a cross-functional team with representation from safeguarding, health &amp; safety, security, positive behaviour and pastoral support) was having a positive impact on the risk profile, enabling more effective sharing of information and priorities and issues, as well as the wider Kirklees perspective;</li> <li>➤ The Committee supported an amendment to the College's Criminal Conviction process intended to strengthen the College's hand in defending its decisions to external agencies;</li> <li>➤ PH's appointment to the newly formed National Association of Designated Safeguarding Leads Strategy Group as the Further Education ("FE") sector representative was considered a very positive move; and</li> <li>➤ The Committee warmly congratulates Safeguarding team member Ms A Fuller, who was recently singled out for praise by the Head of Safeguarding for Kirklees.</li> </ul>	3ii
2.	<p>The Committee considers that the Safeguarding Annual Report 2019-20 gives a good account of the challenges the College confronted in 2019-20 (supported by data) and how it responded, provides a high level of assurance in terms of statutory compliance, and details its plans for 2020-21. It recommends to the Corporation that it be approved.</p>	6ix