



## SAFEGUARDING RESPONSIBILITIES

Responsibilities within the Coventry Diocesan Board of Education (DBE), the Diocese of Coventry Multi-Academy Trust (MAT)  
Diocesan Schools and Academies

Reference: DfE Statutory Guidance, 'Keeping Children Safe in Education' (April 2014)

	<b>DBE Members/ Directors Or MAT Board of Directors</b>	<b>DDE</b>	<b>Headteacher</b>	<b>Governing Body (Maintained School)</b>	<b>Local Governing Body (MAT Academies)</b>	<b>MAT Members/ Directors</b>	<b>Head of MAT</b>	<b>Local Authority</b>
VA, VC, Foundation Church of England Schools	All staff read Chapter 1 of DfE April 14 guidance. DBE has moral duty to ensure that statutory responsibilities are met.	Is the named Designated Safeguarding Leader [DSL] who liaises with the Local Authority Designated Officer [LADO] and signposts schools to training and guidance eg DSL attends initial 2 day DSL course and refresher course every two years. Ensures who is eligible for DBS checks [all foundation governors appointed by the DBE in regulated activity or in jobs that bring them into direct contact with pupils] and records kept.	Ensure all staff read Chap 1 of DfE April 14 guidance. Ensure CP policies and procedures in place and updated annually. Ensure all staff receive regular training [min every 2/3 years]. Ensure new employees are briefed on Day 1 about signs of neglect and how to manage a disclosure.	Appoint member of senior staff to role of DSL. Ensure checks carried out for staff and volunteers. Ensure regular training takes place. Ensure that all new staff have a robust induction which includes safeguarding eg CP policy and Code of Conduct to be read before Day 1 and then sent on next training				Local LADO and Local Safeguarding Children's Board [LSCB] provide professional advice, training and guidance

	<b>Academy Members/DBE</b>	<b>DDE</b>	<b>Headteacher</b>	<b>Board of Directors</b>				<b>Local Authority</b>
Stand-Alone CofE Academies	All staff read Chapter 1 of DfE April 14 guidance. DBE has moral duty to ensure that statutory responsibilities are met.	Is the named DSL who liaises with LADO and signposts schools to training and guidance	Ensure all staff read Chap 1 of DfE April 14 guidance. Ensure CP policies and procedures in place.	Appoint member of senior staff to role of DSL. Ensure checks carried out for staff and volunteers. Ensure regular training. Ensure that all new staff have a robust induction which includes safeguarding eg CP policy and Code of Conduct to be read before Day 1 and then sent on next training				Local LADO and LSCB provide professional advice, training and guidance
			<b>Headteacher</b>		<b>Local Governing Body (LGB)</b>	<b>MAT Board of Directors</b>	<b>Head of MAT</b>	<b>Local Authority</b>
Academies within the MAT			Ensure all staff read Chap 1 of DfE April 14 guidance. Ensure CP policies and procedures in place etc as for DBE schools. Notifies LGB of any safeguarding issues. Notifies Head of MAT and MAT Board of significant CP issues.		Appoint member of senior staff to role of DSL. Ensure checks carried out for staff and volunteers. Ensure regular training. Ensure that all new staff have a robust induction including safeguarding eg CP policy and Code of Conduct to be read before Day 1 and then sent on next training	All read Chapter 1 of DfE April 14 guidance. Ensure the policies and advice of the local LSCB are followed.	Is the named DSL who liaises with LADO and signposts schools to training and guidance etc as for DBE schools Oversees process and procedures which individual LGB's do i.e. ensure all staff read Chap 1 of DfE April 14 guidance. Ensure CP policies and procedures in place.	Local LADO and LSCB provide professional advice, training and guidance