



## **The Role of the Merrydale Infant school Safeguarding Governor**

There is no established role description for a safeguarding governor / trustee and the statutory guidance does not outline the responsibilities of this governor. As such, governing boards do have discretion over which functions they will delegate to an individual governor. However, it is important to remember the full governing board will remain the accountable body.

### **Role and duties of the safeguarding governor**

- Ensure that the school/trust is compliant with safeguarding policies, procedures and the law
- Ensure that a senior member of staff is appointed as the designated safeguarding lead (DSL) and that this role is incorporated into their job description.
- Ensure that a senior member of staff is appointed as the designated teacher for looked after children (to be responsible for the educational achievement for children in care).
- Ensure that inter-agency procedures are being followed where necessary.
- Liaise with the DSL and designated teacher regarding safeguarding matter in the school and local area.
- Ensure that appropriate arrangements are in place for the functions of the DSL to be carried out in their absence.
- Ensure that a system is in place and working effectively to ensure that the school's "Single Central Record" is administered correctly, is up-to-date and compliant with the requirements of statutory guidance "Keeping Children Safe in Education".

### **Lead on the governance of safeguarding**

- Liaise with the headteacher and/or DSL and designated teacher to ensure that safeguarding principles are embedded throughout the school and curriculum.
- Review the annual safeguarding audit and providing a summary report to the full governing body or relevant committee.
- Annually review the school's recruitment processes and make recommendations for approval by the governing board.
- Annually review the school's safeguarding policy including child protection and staff behaviour policies; those relating to procedures for allegations against staff members; and those relating to peer-on-peer abuse and make recommendations for approval by the governing board.
- Monitor progress and actions against the safeguarding audit.

- Ensure pupils understand the safeguarding measures in place and are provided with a means for their voices to be heard and acknowledged.

**Ensure that the school/trusts safeguarding training regime is robust**

- Ensure the DSL receives formal safeguarding training every two years:
  - The local authority should be able to either provide training or details of training providers. The NSPCC also has an online child protection course.
- Ensure that the designated teacher for looked after children receives appropriate and regular training at least once every two years:
  - Again, the local authority should be able to provide details of available training.
- Ensure all school staff receive formal safeguarding and child protection training on induction.
- Ensure all school staff, including DSL and designated teacher, receives regular, updated safeguarding and child protection updates on annual basis.
- Ensure all governors receive regular, up-to-date safeguarding training - they could be invited to staff training sessions, for example.
- Ensure that at least one member of an interview panel has undertaken safer recruitment training.

This description of the role of the safeguarding governor may be amended at any time in consultation with the post holder.

Last review date: 2023

Next review date: December 2027

line manager's signature: Mrs. Carol Browne

Date: 27<sup>th</sup> Jan 2026

Post holder's signature: Mrs R Hall OBE

Date: 27<sup>th</sup> Jan 2026