

## **Keeping Children Safe in Education – Volunteer Training September 2018**

**Name:** \_\_\_\_\_

**Please read Part One of KCSIE Document:**

### **Question 1**

What is the overarching safeguarding document for everyone working with children and young people?

### **Question 2**

Safeguarding and promoting the welfare of children is defined as which four aspects?

### **Question 3**

Who has the responsibility to ensure that the learning environment is safe?

**Question 4**

What are the key elements of the role of the Designated Safeguarding Lead?

**Question 5**

Why is it important to 'think the unthinkable'?

**Question 6**

Who can contact Children Services if they are concerned?

**Question 7**

In Serious Case Reviews, which six factors often lead to safeguarding failures?

**Question 8**

What is the difference between Safeguarding and Child Protection?

**Question 9**

What are the four types of abuse and neglect?

**Question 10**

What are the four other key risks that are raised in 'Keeping Children Safe in Education'?

**Question 11**

Which policy helps staff raise concerns about malpractice?

**Question 12**

Where there concerns about the Headteacher who should this be referred to?

**Question 13**

What is Radicalisation?

Please sign and date here \_\_\_\_\_ to say that you:

Have read and completed this KCSIE quiz

Have read school Safeguarding Policy

Signed \_\_\_\_\_

Dated \_\_\_\_\_

# St Francis of Assisi Catholic Primary School

## SAFEGUARDING DOCUMENTATION

I confirm that I have read the St Francis of Assisi Catholic Primary School Safeguarding Policy pack and have read, understood and taken the Keeping Children Safe in Education Staff quiz

Volunteers Name:

.....

Signed

.....

Headteacher:

.....

Signed

.....

Dated

.....

## **New Volunteers and Students Checklist**

Volunteer application completed and discussed with applicant if necessary

Name of teacher whose class allocated to and date discussed with teacher

Confirm Days and times of work

Arrange appointment to process a DBS application or if a Student from City College/UEA arrange an introductory meeting to bring in DBS, ID and arrange start date – opportunity to look around and interact with prospective volunteer.

DBS application process

Safeguarding documentation & folder given to volunteer to read/complete/sign

Applicant asked to contact the school when DBS done and arrange an appointment to bring in the DBS document for WH to put on single centre register

Sheet signed confirming Safeguarding documentation read

Applicant given tour of school if not done previously

Applicant reminded again of :-

of signing in procedures

to wear Visitor Badge whilst working at school

re Confidentiality

staff room only for use to obtain drink/use toilet

of dress code- no blue jeans

to address staff by title and surname

to ring school if unwell or unable to come in on their allocated day  
of work