



BEECHEN CLIFF

Local Safeguarding Procedures

Headteacher	Mr T Markall
DSL	Mr C Hall (Assistant Headteacher, Safeguarding & Attendance)
Deputy DSLs	Ms K Mather (Assistant Headteacher, Head of Sixth Form/Careers) Mr K Morris (Assistant Headteacher, Conduct/Character Development/Boarding)
Safeguarding Governor	Mr Shaun Ellis
Designated Teacher for CLA pupils	Mr C Hall
SWCPP - https://swcpp.trixonline.co.uk/ Bath and North East Somerset BCSSP - https://bcssp.org.uk/	
Local Procedures	
- Beechen Cliff school staff are single agency trained annually, with strategic safeguarding updates and weekly Hot Topics to maintain awareness of current safeguarding issues. - A safeguarding team is in place which comprises the DSL, two further Deputy DSLs and other pastoral staff. The team meets weekly to review safeguarding issues and the minutes of these meetings are shared and discussed at the weekly SLT meeting. - Deputy DSLs have supervision meetings with the DSL and the DSL has external supervision meetings with an independent social care inspector. - Visitors to the school site are provided with important safeguarding information and a coloured lanyard system is in place. 'Unchecked' visitors wear a red lanyard and are supervised at all times. - Safeguarding concerns are raised using the electronic 'orange form' email system orange@beechencliff.mnsp.org.uk. This is monitored at all hours during the school day by the DSL or a Deputy. - All 'orange forms' are recorded on My Concern and details of actions taken and outcomes following a concern are logged. - The DSL (or Deputy) makes the decision about the correct course of action when a concern is raised. This may include taking emergency action, contacting social care for advice or passing the case to a Head of Year or member of SLT to take action and report back, - The Safeguarding Team reviews and quality assures ongoing cases in the weekly Safeguarding Team Meeting. - The weekly Safeguarding Team Meeting includes review of strategic actions, Hot Topic review, boarding, safeguarding tracking review and quality assurance of an area of safeguarding practice or policy. - C2 requests and outcomes, equalities incidents and Child on Child abuse incidents are also recorded on the safeguarding tracking spreadsheet and quality assured by the DSL weekly. - Regular audit of safeguarding cases takes place and the BANES Annual Safeguarding Audit is completed each year in line with Ofsted requirements. - An annual review of safeguarding by an external body is commissioned.	

Updated July 2026