

## MAC monitoring

### Safeguarding Report to Members

Name of MAC: The Romero Multi-Academy Company

Date: 12<sup>th</sup> March 2024

**To be completed by MAC CEOs in communication with their Directors and school leaders.**

As part of the Archdiocese's commitment to safeguarding, Boards are asked to confirm the following information on an annual basis:

	Fully compliant	Not yet compliant	Any further action required / Comments
The scheme of delegation clearly sets out the roles and responsibilities relating to safeguarding in the MAC	Yes		
There is a suitably knowledgeable and experienced named director who has responsibility for safeguarding	Yes		Eleanor Barry, Vice Chair Eleanor attends our Safeguarding Reference gp
In each MAC school, there is a suitably knowledgeable and experienced named governor who has responsibility for safeguarding	Yes		This is reported to Directors in the first meeting of the year via our Safeguarding training.
There is an induction programme for directors/governors with safeguarding as a central focus, which includes the expectation for them to read the latest version of Keeping Children Safe in Education. There is ongoing training including on online safety and responsibilities around filtering and monitoring, which is regularly updated, to equip them with the knowledge to provide strategic challenge on safeguarding.	Yes		This is centrally led so there is universal training but also there are opportunities at school level to respond to the individual community in relation to safeguarding needs. This is led by the CEO who is a current Ofsted inspector and Director of School Improvement.
Each school has a child protection policy that fully meets statutory requirements, which is updated annually and publicly available on the school website. The policy contains references to locally agreed multi-agency arrangements put in place by local safeguarding partners. The policies are approved at Board level.	Yes		Using the LA model, we then add tiers of accountability in the MAC then each school adapts it for their individual setting.
There is a clear communication strategy between the Board and the LGBs so that any concerns relating to safeguarding can be addressed quickly and best practice shared	Yes		Generally, the CEO/ central HR team liaise with the school and LGB when appropriate in a swift manner.
There is a senior MAC employee with responsibility for safeguarding including the oversight of safeguarding within the central team and the MAC's constituent schools. The CEO/CSEL assumes overall responsibility.	Yes		Sharon Feeney, the Attendance and Family Support Worker, Chairs the Safeguarding reference group for the MAC. Helen Quinn the CEO, assumes overall responsibility.
Each school has a designated safeguarding lead (DSL) and a deputy designated safeguarding lead (DDSL) who take lead responsibility for safeguarding and child protection (including online safety and understanding the filtering and monitoring systems and processes in place). The DSL is a senior member of staff from the leadership team.	Yes		This is conjunction with the centralised IT Team who lead on the filtering and monitoring systems for the MAC.

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DSLs (and any DDSLs) have a clear job description that outlines their roles and responsibilities.	Yes		This is a MAC JD updated with each KCSIE and reissued by centralised HR team to each DSL and DDSL
There are strong links with the local safeguarding partners and the DES to ensure staff are aware of training opportunities and local policies.	Yes		Andy McConville, Principal of Good Shepherd, Chairs the city-wide Safeguarding group and then joins us on the Safeguarding Reference group
<p>DSLs (and any DDSLs):</p> <ul style="list-style-type: none"> <li>• Have completed L2 training that provides them with the knowledge and skills they need to fulfil their role</li> <li>• Receive updated L3/4 training at least every 2 years but preferably annually</li> <li>• Have their knowledge and skills updated annually via CPD forums, bulletins etc</li> <li>• Understand that children must have an 'appropriate adult' to support and help them in the case of a police investigation or search</li> <li>• Have a clear focus on online safety. The MAC has ensured that there are filtering and monitoring systems and processes in place across its schools and that any issues are quickly acted upon</li> </ul>	<p>Yes</p> <p>2 years</p> <p>Yes</p> <p>Yes</p>		<p>We are satisfied with current 2 years.</p> <p>Our Core Committee 3, Quality Provision Performance and Standards receives MAC reports on filtering monitoring and PHEW.</p>
<p>There is a clear policy for sharing information with other schools/colleges on transfer and DSLs/DDSLS ensure this happens as soon as possible, to allow the new school/college to have support in place when the child arrives, and within:</p> <ul style="list-style-type: none"> <li>○ 5 days for an in-year transfer, or within</li> <li>○ The first 5 days of the start of a new term</li> </ul> <p>The DSL/DDSLS ensure that information in child protection files is kept confidential and stored securely.</p>	Yes		<p>Purple and green forms; tag on CPOMs</p> <p>Transferred from our schools is consistent but not onboarding. Cross borders both County and Country can complicate processes</p>
Each MAC school has a designated teacher to promote the educational achievement of looked-after and previously looked-after children, and they've received appropriate training.	Yes		<p>CLA PLAC teacher assigned</p> <p>Policy details the report into LGB for each pupil that has to be completed annually.</p>
<p>All staff receive:</p> <ul style="list-style-type: none"> <li>• Child protection training at induction, which is regularly updated and focused on local issues as part of a whole-school safeguarding approach</li> <li>• Safeguarding and child protection updates (e.g. via emails) as required, but at least annually</li> <li>• Receive and read either Part 1 of KCSIE (if they work regularly with children) or the condensed version of Part 1 found in Annex A (if they don't work directly with children)</li> <li>• Are encouraged to 'speak out' where there may be concerns</li> </ul>	Yes		All on forms

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<p><b>Attendance</b> is viewed as the responsibility of all and is closely monitored and analysed across the MAC schools so that any safeguarding concerns can be quickly identified. Please add the attendance levels in your schools in the comments box (PP v non-PP pupils) from September – February half-term.</p>	Yes		<p>Please add the attendance levels in your schools in the comments box (PP v non-PP pupils) from September – February half-term.</p> <p>94.3% overall 92.8% pupil premium 94.9% non-pupil premium 3754 total number of pupils</p>
<p>Job adverts meet safeguarding expectations. For example:</p> <ul style="list-style-type: none"> <li>the safeguarding requirements and responsibilities of the role</li> <li>a commitment to safeguarding and making clear that safeguarding checks will be undertaken</li> <li>an expectation that convictions and cautions need to be disclosed</li> </ul>	Yes		
<p>The recruitment process is fully compliant with statutory requirements including online searches for shortlisted candidates, obtaining two references and completing an enhanced DBS check with relevant identification checks for successful candidates.</p>	Yes		<p>We are transferring all adverts and applications to e-Teach online including the application form working with CES.</p>
<p>The MAC monitors each school's single central record (SCR). The SCRs are fully compliant with statutory requirements including contractors that regularly visit the site.</p>	Yes		<p>This is centralised with each school on the same model of SCR checked by HR in conjunction with the office/business manager, principal and safeguarding governor.</p> <p>The contractors are compliant via our centralised Facilities team.</p>
<p>An annual safeguarding audit is completed by each school with relevant actions identified. This report is shared with LGBs with oversight from the Board.</p>	Yes		<p>There is a template used by all schools and it is included in the principal report. It is available on GovernorHub</p>
<p>All MAC schools have clear record-keeping procedures in place, and these include:</p> <ul style="list-style-type: none"> <li>Recording all concerns, discussions and decisions made</li> <li>Use of the child's own language</li> </ul> <p>All records include:</p> <ul style="list-style-type: none"> <li>A clear and comprehensive summary of the concern</li> <li>Details of how the concern was followed up and resolved</li> <li>A note of any action taken, decisions reached and the outcome</li> </ul>	Yes		<p>All schools use CPOMs and Arbor</p>

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<p>Therefore, there is a clear audit trail of safeguarding concerns about pupils' safety and well-being. The MAC has clear expectations for the timely reviews of open cases.</p>	Yes		Attendance Officer QA this on visits
<p>The MAC and its constituent schools have procedures in place for reporting and handling concerns about or allegations against staff members (including the CEO/CSEL, executive leaders, principals, headteachers, supply staff and volunteers), including 'low level' concerns.</p> 	Yes		<p>This is completed in conjunction with CEO and Head of HR following the relevant policy e.g. allegations against staff.</p> <p>The CEO manages the Low-level concern process and it is available as a document online. These are then reported to the MAC Directors via the termly MAC report with all relevant metrics.</p> <p>We have a one side poster that is displayed in all schools so all staff consistently know who to go to called 'Who do I....?'</p> <p>A QR code is available to take them to the relevant policy</p>
<p>There are procedures in place to:</p> <ul style="list-style-type: none"> <li>confidentially share low-level concerns</li> <li>inform the local authority designated officer (LADO) of all allegations of abuse made against staff within 1 working day</li> <li>consult with the LADO if there is any doubt as to whether a low-level concern meets the harm threshold</li> <li>allow staff to directly report to the LADO where there may be a conflict of interest in reporting to the principal/headteacher</li> <li>refer historical allegations to the police</li> <li>carry out an assessment of transferable risk, where appropriate</li> </ul>	Yes		
<p>The MAC and its schools have a staff behaviour policy/code of conduct which covers:</p> <ul style="list-style-type: none"> <li>acceptable use of technologies (including the use of mobile devices)</li> <li>relationships between staff, pupils, parents</li> <li>communication, including the use of social media</li> <li>low-level concerns</li> <li>allegations against staff</li> <li>whistleblowing</li> </ul>	Yes		<p>This is all consistent across the MAC in the use of the policy.</p> <p>With behaviour, there is one policy with appendices for each school's unique culture</p>

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The MAC and its schools have procedures for ensuring visitors to school are appropriately supervised, and where appropriate, have ID and DBS checks completed.	Yes		There is a MAC wide policy that is consistent on Visitor Management with MAC wide lanyard system recognised in all schools.																		
MAC schools have procedures for ensuring that visiting speakers to the school are suitable and appropriately supervised.	Yes		No Platform policy available on the Romero website and completed when appropriate																		
The Board and governors provide assurance that sites are safe for all pupils. Risk assessments are in place in line with health and safety procedures.	Yes		Centralised approach to H and S with our Head of Estate and Facilities Manager																		
There are strategies in place to collect parent, staff and pupil voice including a focus on safeguarding	Yes		Survey annually completed with open responses available. July 2023, 97% felt their child was safe, of which 59% saying they strongly agreed.																		
Pupils on a reduced timetable are reported to the MAC and there are clear expectations to ensure that they return to school full time in a speedy manner.  Any pupils on alternative provision fully meet statutory expectations (please add the number of pupils in alternative provision in the comments box).	Yes		Via principal report all schools report reduced timetable those in our own internal setting.  Currently on Secondary in AP provision <table border="1" data-bbox="1518 794 2060 976"> <thead> <tr> <th>Year</th> <th>7</th> <th>8</th> <th>9</th> <th>10</th> <th>11</th> </tr> </thead> <tbody> <tr> <td>Alternative provision*</td> <td></td> <td></td> <td></td> <td></td> <td>1</td> </tr> <tr> <td>Work related learning* (Sec)</td> <td></td> <td>1</td> <td>3</td> <td></td> <td>2</td> </tr> </tbody> </table>	Year	7	8	9	10	11	Alternative provision*					1	Work related learning* (Sec)		1	3		2
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Our policies can be found here:

- [Policies & Procedures \(romeromac.com\)](https://romeromac.com)

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### February 2023 – February 24

Number of referrals made to the LADO in the last 12 months: **9**

	Referrals	# that met threshold
Corpus Christi	0	0
Good Shepherd	0	0
Sacred Heart	1	0
SS Peter and Paul	1 External referral	Pending
Saint Gregory	1	0
Saint John Fisher	1	0
Saint Patrick	1	Pending
Cardinal Wiseman	4	1

LA safeguarding review completed in the following schools (if not completed by the LA, the name of the external consultant and their company to be listed):

School	Reviewer (LA/company name)	Date	Any high concerns? Yes/No
Cardinal Wiseman	Jayne Lowe	Every 12 – 18 months	
All schools are booked for a Safeguarding review by Charlotte Hegarty in the Summer term	Charlotte Hegarty LA Safeguarding advisor		

Number of staff referred to the Teaching Regulation Agency in the last 12 months: **2**

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