

SAFEGUARDING COMMITTEE NEWSLETTER

Ensuring the safety and well-being of our young people is paramount. This edition of the **Safeguarding Committee Newsletter** focuses on an essential aspect of child protection: **fire safety**.

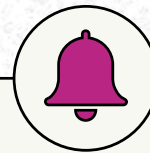
In this issue, we will explore key fire safety procedures, recent updates, and best practices for ensuring the safety of all members of the Witham Prospect community.

REVISED FIRE EVACUATION PROCEDURES

Following a recent review of our fire safety protocols, we have implemented the following changes:

- ◆ **Full Evacuation Policy:** All fire alarms, except for pre-scheduled system checks (which will be communicated in advance), will trigger a full evacuation of the premises.
- ◆ **Staff Responsibilities:** All staff are responsible for evacuating promptly and safely, ensuring the safety of the young people in their care.
- ◆ **Evacuation Routes:** Familiarise yourself with the designated evacuation routes and practice them regularly.
- ◆ **Roll Call Procedures:** Designated staff will conduct thorough roll calls at the assembly point to ensure all individuals are accounted for.
- ◆ **False Alarm Response:** In the event of a false alarm, a designated member of staff will assess the situation and authorise re-entry.

These revised procedures aim to ensure a consistent and effective response to all fire alarms, prioritising the safety of everyone at Witham Prospect.



REMINDER:

Taking or possessing photographs of the children and young people on personal devices is strictly prohibited. This is in accordance with our data protection policies and legal requirements.

[Fire Safety in Schools: Guidance for Schools and Colleges](#)
[National Fire Chiefs Council \(NFCC\)](#)
[The Royal Society for the Prevention of Accidents \(RoSPA\)](#)
[The Care Quality Commission \(CQC\)](#)

KEY SAFETY MEASURES

Ensuring the safety and well-being of our young people is paramount at Witham Prospect. We have implemented a range of measures to create a safe and secure environment. Regular fire safety inspections are conducted to identify and address any potential hazards. Ongoing training on fire safety procedures, including evacuation procedures, is provided to all staff. Clear evacuation routes are established and regularly practiced. We also prioritise the maintenance of fire safety equipment, such as fire extinguishers, to ensure their proper functioning.



I STAND TALL AND SILENT, A GUARDIAN OF THE NIGHT, AWAITING THE SIGNAL, SHINING
EVER SO BRIGHT. I GUIDE YOU TO SAFETY, WHEN DANGER APPEARS, A BEACON OF HOPE,
DISPELLING ALL FEARS. WHAT AM I?

(ANSWER WILL BE ON THE NEXT ISSUE)

ANSWER FROM LAST ISSUE: FAMILY INVOLVEMENT



[Link to Witham Prospect CPOMS](#)



safeguarding@withamprospect.co.uk



[School Bus](#)



[Working together to safeguard children 2023](#)



DATA PROTECTION AND STAFF CONDUCT

A recent incident highlighted the importance of adhering to data protection regulations and maintaining professional boundaries.

To address this, a clear policy for ex-staff visits is being developed, outlining the procedures for requesting and approving visits. This policy will be shared with all staff to ensure compliance.

ENVIRONMENTAL IMPROVEMENTS:

Recent improvements to the school grounds have enhanced the safety and enjoyment of our outdoor spaces. The pathway in adventure play to the cabin has been successfully resurfaced, addressing the previous issue of loose bark and creating a safer and more accessible area for our young people.

The removal of the sandpit has also created space for the installation of a basketball hoop, providing a new recreational opportunity for our children and young people to enjoy.

These improvements reflect our commitment to providing a safe and stimulating environment for all members of our community.

VEHICLE AND PREMISES MAINTENANCE

To ensure the safety and well-being of all members of our community, a comprehensive maintenance program is being implemented.

- **Minibus Maintenance:** Following the acquisition of the minibuses, a clear maintenance schedule is being developed to ensure regular vehicle checks are conducted to maintain safety and roadworthiness.
- **Premises Management:** A new Premises Management policy has been implemented, outlining a comprehensive list of routine maintenance checks. These checks will be conducted regularly to ensure the safety and upkeep of the school premises.

This proactive approach will help identify and address potential issues before they become significant concerns.

At Witham Prospect, the safety of our young people and staff is paramount. We are committed to maintaining a safe and secure environment, and fire safety is a key area of focus. By proactively addressing safety concerns and maintaining a vigilant approach, we ensure a safe and secure environment for all.

COMING UP

The next safeguarding committee focus will be on **Kitchen Safety**. This will include a review of current kitchen safety procedures, risk assessments, staff training, and the implementation of best practices to ensure a safe and hygienic environment for both staff and young people.

Next Safeguarding Committee Meeting: **17th January 2025.**

If you have any points for consideration by the committee please share these with one of the members. Please be aware that the committee does not discuss individual cases. The purpose of the committee is to discuss safeguarding provisions and policy within our setting and review legislative changes and how to implement these effectively.

Social Services: 01522 782111

Childline: 08001111

Lincolnshire Prevent Team: 020 7340 7264

Young Carers Helpline: 01522 553275

NSPCC whistle blowing Helpline: 08088 005000

Samaritans: 01522 528282

Family Services Directory: 0800 19 1635

THE SAFEGUARDING COMMITTEE

In November 2023, Witham Prospect School formed a safeguarding committee to ensure that a whole school approach to safeguarding is achieved. The committee meets on a monthly basis and the members and their areas of expertise are:

- Jo & Claire - DSL for Care and Education
- Gemma - Chair and Board Level DSL
- Bev, Nicola P & Rhianna - Deputy DSLs
- Colleen - Deputy DSL & Health and Wellbeing Lead
- Nicola W - IT & Health and Safety
- Neil/Danielle - Health and Safety
- Jason - Site Maintenance
- James P - Digital/Online Safety
- Sam Roberts - Finance
- Dean - HR
- Paul - Compliance
- David - Staff Development & Behaviour Lead
- Tyler - Psychology Assistant
- Jayne - Committee Secretary

UPDATE AND EXPAND YOUR SAFEGUARDING KNOWLEDGE



LSCP Training Link



CASPAR newsletter and podcasts