

Preparing for Inspection



BEDFORD
GIRLS
SCHOOL



Welcome & Introductions

Kamelia Johnson

Designated Safeguarding Lead



Understand safeguarding responsibilities

DSLs should be aware of the monitoring systems and processes in place at their school, and be able to demonstrate this knowledge to inspectors.



Tips

- **Discuss the culture of safeguarding at the school.**
- **Explain how you know**
- **Highlight the challenges and how you have overcome them.**
- **Highlight your strengths and what is working well.**

Ensure roles and responsibilities are clearly defined

All staff members should be clear on their specific safeguarding responsibilities, including their role in monitoring.



Tips

- Documented Safeguarding Policy
- Staff Training Records
- Role-Specific Job Descriptions
- Organisational Structure Chart
- Evidence of Communication and Collaboration
- Safeguarding Audits and Reviews

Prepare records

Inspectors will want to see records of accidents, complaints, safeguarding policies, and staff qualifications.



Tips

- **Organise Child Protection Records**
- **Maintain a Central Record of Concerns**
- **Prepare a Summary of Key Cases**
- **Training Records and Certificates**
- **Review and Update the Safeguarding Policy**
- **Gather Evidence of Multi-Agency Work**

Prepare strategic documents

Inspectors will want to see strategic documents that outline the school's improvement planning or vision.



Tips

- **Review and Update the Safeguarding Policy**
- **Prepare a Safeguarding Action Plan**
- **Compile a Strategic Overview Document**
- **Document Safeguarding Governance**
- **Prepare a Self-Evaluation of Safeguarding Practices**
- **Gather Evidence of External Audits and Reviews**

Prepare operational documents

Inspectors may want to see access to wifi so they can connect to the internet.



Tips

- **Organise Child Protection and Safeguarding Logs**
- **Prepare Attendance and Incident Reports**
- **Maintain a Record of Staff Training**
- **Compile Risk Assessments**
- **Document Communication with External Agencies**
- **Prepare Monitoring and Review Documents**

Prepare for questions

Inspectors may ask questions about safeguarding to any member of staff.



Possible Questions

- "Can you explain the school's process for handling a safeguarding concern raised by a member of staff?"
- "How do you ensure that all staff are up-to-date with safeguarding training?"
- "Can you provide an example of how you've handled a recent safeguarding incident and what steps were taken?"
- "How do you ensure that the safeguarding policy is implemented consistently across the school?"
- "How does the school support vulnerable students, and what specific interventions are in place for them?"
- "How do you work with external agencies, and can you give an example of effective multi-agency collaboration?"

Prepare for deep dives

Inspectors may ask questions about specific aspects of the curriculum or policies.



Tips

- **Review Key Safeguarding Cases**
- **Analyse Safeguarding Data:**
- **Ensure Staff Knowledge and Consistency**
- **Prepare Documentation of Training and CPD**
- **Gather Evidence of Curriculum Integration:**
- **Document Multi-Agency Collaboration**

Be ready for a Section 8 inspections

Ofsted can trigger a Section 8 inspection to investigate concerns about safeguarding, behavior, or other matters.



Comments or suggestions



Thank You



BEDFORD
GIRLS
SCHOOL

