

## Annex H: Table of substantive changes from Keeping Children Safe in Education September 2016

Where	What
<b>Summary</b>	
Whole of the document	<p>The guidance is amended throughout to make references to acronyms consistent and to correct minor typos e.g. missing punctuation.</p> <p>Also replaced reference to LSCB with local multi-agency safeguarding arrangements as required to reflect forthcoming changes in Working together to safeguard children.</p>
Page 3 - About this guidance	Explained the terms used within Keeping children safe in education and their legal status, making this section consistent with the definition of statutory guidance published on <a href="http://GOV.UK">GOV.UK</a> .
Page 3/4- Who this guidance is for	Moved the footnote about academy trusts into the main body of the guidance. This clarifies that for the purposes of Keeping children safe in education, in the case of academies, free schools and alternative provision academies, the proprietor is the academy trust.
<b>Part one</b>	
Paragraph 12	Made clear that information about the role of the DSL should include who it is and the identity of any deputies.
Paragraph 15	Removed detailed information from one of the two footnotes and combined into one simple footnote. Feedback suggested the original level of information is too much for Part 1. However, cross-reference to detailed information remains.
Paragraph 17	Provided additional information on children who may especially benefit from early help.
Paragraphs 22-34	The policy intent of these paragraphs have not changed. Following feedback we have removed duplication from the “What school and college staff should do if they have concerns about a child” and “What school and college staff should do if a child is in danger or at risk of harm” sections. Also provided additional information where we think it will be helpful for staff.
Paragraph 35	Updated the footnote to make it easier to understand.
Paragraph 41	Added additional information for staff to consider with regard to when they might call the hotline.
Page 13	Updated table to reflect changes elsewhere in Part 1.

Paragraph 49	Updated to reflect sexual violence and sexual harassment.
Paragraph 50	Links updated to be clearer what they relate to. Additional links added for domestic abuse, county lines and sexual violence and sexual harassment.
<b>Part two</b>	
Paragraph 53	Updated to make clear the Board level leadership lead should sit at governing body or proprietor level.
Paragraph 55	<p>Updated to make clear that all schools and colleges should have their own individual child protection policy. This is important, as it will reflect local circumstances.</p> <p>This does not stop a proprietor of multiple schools from having an overarching child protection policy. We would simply expect that to be built on locally to ensure local procedures and protocols can be reflected.</p> <p>Moved the old paragraph 49 into this paragraph to bring the child protection information together in one place.</p>
Paragraph 55	<p>Added additional information with regards to children missing education and the consideration of safeguarding concerns.</p> <p>Moved the old paragraph 51 into this paragraph to bring the children missing education information together in one place.</p> <p>Added that where reasonably possible schools and colleges should hold more than one emergency contact number for their pupils.</p>
Paragraph 57	To be clear the important thing is the designated safeguarding lead is appointed and is from the school or colleges senior leadership team. Who actually appoints them is a matter for the governing body or proprietor.
Paragraph 64-73	Updated to reflect Working together to safeguard children. Also reflected the designated safeguarding lead responsibilities with regards to the child protection file. This is already set out in Annex B but it deserves prominence in the main body of the guidance.
Paragraph 78	Reordered the wording of this paragraph to improve readability and have added the word "safety". This addition is to make clear that "safeguarding" in this context includes "online safety".
Paragraph 82	Clarified safer recruitment requirements when an individual is interviewing rather than a panel.
Paragraph 86	Updated this paragraph to reflect the importance of school and college child protection policies reflecting peer on peer abuse.

	This is cross-referenced with additional advice from the department.
Paragraph 91-94	Updated to reflect new requirements regarding previously looked after children.
Paragraph 95	Added to reflect colleges responsibilities with regards to care leavers.
Paragraph 97	Updated to reflect the importance of considering safeguarding in the context of using restraint.
<b>Part three</b>	
Paragraph 98	Amended footnote 35 to reflect changes to college Conditions of Funding Agreements that, before employing a person to carry out teaching work in relation to children, require colleges to take reasonable steps to establish whether that person is subject to a prohibition order made under section 141B, and prevent the employment or engagement of any person who is subject to a prohibition order in such a role.
Paragraph 99	Revised the wording of this paragraph to make direct reference to prohibitions, directions, sanctions and restrictions.
Paragraph 102	Moved the position of the reference to Annex F within the paragraph to improve readability.
Paragraph 103	Amended footnote 39 to reflect changes to college Conditions of Funding Agreements that, before employing a person to carry out teaching work in relation to children, require colleges to take reasonable steps to establish whether that person is subject to a prohibition order made under section 141B.
Regulated Activity shaded box page 30	Clarified the position on personal care.
Page 32 Prohibitions, directions, sanctions and restrictions Paras 109-112	New heading inserted. Paragraphs in this section have been relocated from elsewhere in document and additional information inserted to bring all information together, and provide clarity about, prohibitions, sanctions and restrictions. Paragraph 111 now references the effect of a s128 direction on governors of maintained schools.
Paragraph 113	Added new paragraph to reflect previous GTCE sanctions.
Paragraph 114	Paragraph moved from previous footnote 47 into body of document.
Paragraph 115	New paragraph, which includes text from previous footnote 38 into main body of text to explain the use of the Teacher Services system. New footnote is inserted to explain the Teacher Services system can also be used to verify qualified teacher status (QTS) and the completion of teacher induction and teacher probation periods.

Paragraph 119	Added information to this paragraph to better explain the Teacher Services' system and that schools and all colleges should use the system to check for prohibitions, directions, sanctions and restrictions, (including old GTCE restrictions). We have also inserted a new footnote to explain that, where necessary, the system should also be used to verify the award of qualified teacher status (QTS), and the completion of teacher induction or probation.
Paragraph 121	This paragraph is amended to reflect accurately the wording of regulations and to add clarity. There has been no change to policy.
Paragraph 123	Explained what is in the GOV.UK link.
Page 37 - Flowchart of Disclosure and Barring service Criminal Record Checks and Barred List Checks	A revised flowchart has been inserted to make the information about checks for contractors consistent with the information contained in the body of the guidance.
Paragraph 124-127 Employment History and References	Provided further context about the information schools should consider when seeking and obtaining references. A link to the Advisory, Conciliation and Arbitration Service (ACAS) website has been added to signpost to additional information about references.
Paragraph 128-134 Single Central Record (SCR)	Clarified the minimum information that must be recorded on the SCR. Additional advice has been added to: clarify the option to use the SCR to record other non-statutory information; the requirements for multi-academy trusts; that in the case of an academy, a proprietor means the members and trustees of the academy trust; and the format of the SCR.
Paragraph 135	Added paragraph number as this section of text not previously shown as a numbered paragraph.
Paragraphs 136-137 Overseas checks	Moved the reference to the Home Office guidance from paragraph below to this paragraph.
Paragraph 141- ITT trainees	In respect of fee-funded ITT trainees, clarified that the school or college should obtain written confirmation from the provider that it (the provider) has carried out all pre-appointment checks that the school or college would otherwise be required to perform.
Paragraph 144	Added paragraph number as this section of text not previously shown as a numbered paragraph. Also revises the original text, providing clarification that ensures schools are clear that they must refer to the DBS when an individual is suspended or moved out of regulated activity to another post, if they meet the 'harm' criteria.

Paragraph 149 - Volunteers	Provided a link that signposts to the DBS workforce guides. This is to assist schools and colleges to identify whether the position they are recruiting into fits the 'child workforce' criteria, used when completing the "Position Applied For" field on a DBS application form and which allows a children's barred list check to be requested.
Paragraph 150	This paragraph has been revised and footnote added to remind schools to record risk assessments.
Paragraph 151	Revised text to signpost to guidance to be used by schools and colleges when determining when a volunteer should be supervised.
Paragraph 158	Provided clarification for academy trusts about the requirement to carry out checks for section 128 directions, which prohibit or restrict a person from taking part in the management of an independent school (including academies and free schools) and DBS checks.
Paragraph 164	New information clarifying the responsibility on schools when working with alternative provision providers.
Paragraph 165-166 Work experience	Minor drafting clarification.
Paragraph 170	Paragraph amended to introduce the term "homestay".
Paragraph 171-172	Paragraphs moved from Annex E and amended to clarify that staff and volunteers should remain alert to, and, when it comes to their attention report, to the local authority, information which suggests a child is being privately fostered.
<b>Part four</b>	
Paragraph 173 - Duties as an employer	An additional footnote 80 has been added to provide a link to Disclosure and Barring Service website explanation of the 'harm test'.  The 3 <sup>rd</sup> bullet in this paragraph is amended to replace 'would' with 'may', providing consistency with the terminology within 'Working Together to Safeguard Children' statutory guidance
Paragraph 174	Added 'volunteers' to this paragraph to make clear this part of the guidance is also applicable to them.
Paragraph 178 - Initial considerations	In response to feedback we have moved the term 'unfounded' from a footnote back into the main text.
Paragraph 179	Inserted 'the designated safeguarding lead' to clarify that where the allegation is about the safeguarding of a child/children the 'designated safeguarding lead' should be involved.

Paragraph 181	Signposted to footnote on more information on strategy discussion and a paragraph that provides further information about suspensions.
Paragraph 191 - Confidentiality	This revision clarifies that reporting restrictions apply only to teachers in schools.
Paragraph 193	Updated link.
Paragraph 195 - Resignations and settlement agreements	Additional text is inserted to remind schools and sixth form colleges of the requirement to consider a teacher misconduct referral to NCTL in certain circumstances.
Paragraph 201 - References	This paragraph now provides signposts to paragraphs that provide information about references.
Paragraph 203 - Timescales	Revision to this paragraph corrects a typo; replaces 'institute' with 'instigate'.
Paragraph 204	Updated to reflect new multi-agency arrangements.
Paragraph 207	Inserted 'children's social care' because where the allegation is about the welfare of a child then 'children's social care' should be contacted directly.
<b>Annex A</b>	CME- minor changes and a correction to clarify all instances should be considered, not "15" as suggested in last iteration County Lines- new information Domestic abuse- new information HBV- additional context Preventing radicalisation- information regarding extremism Peer on peer abuse- new information with a particular focus on sexual violence and sexual harassment (linked to new departmental advice).
<b>Annex B</b>	New footnote 107 includes considerations for sole proprietors to ensure their designated safeguarding lead is a suitable person for the role. Added online safety and SEND as considerations when training designated safeguarding leads. This reflects the importance of these two areas as set out in Part 2 of the guidance. Also bringing deputy DSL in line with DSL and setting out that the role should be explicit in any job description.
<b>Annex C</b>	Links to additional support added.
<b>Annex D</b>	Added reference to the Visits to Children in Long-term Residential Care Regulation 2011, as it applies to schools and colleges.
<b>Annex E - Host Families</b>	In response to stakeholder feedback, revised this Annex to provide clarity on obtaining DBS checks for UK host families who provide homestay to pupils during exchange visits.

**Annex G**

Updated footnote to reflect DBS now provide this service and not Disclosure Scotland.

