

PEAS SCHOOL SAFEGUARDING STANDARDS

SCHOOL

NAME:

SCHOOL CODE:

STANDARD	#	DESCRIPTOR	MANDATORY ACTIVITIES	RESPONSIBLE PERSON
1. Awareness: Staff, students and the community are aware of PEAS approach to safeguarding	1.1	School leaders and child protection focal people are aware of and fulfil their roles relating to safeguarding	School leaders and child protection focal people meet three times per term to assess progress against school safeguarding action plan and provide case management updates.	HT
			School leaders and child protection focal people have clear roles and responsibilities for managing safeguarding activities.	HT
	1.2	Teachers & staff are aware of and committed to safeguarding	All staff receive safeguarding induction when joining a PEAS school	CPFP
			All staff have signed the child protection policy, adult safeguarding policy and code of conduct (and these are kept on record)	HT
			All staff receive annual refresher safeguarding training (which covers the high risk areas of concerns e.g. corporal punishment, bullying and sexual abuse/harassment)	CPFP
	1.3	Students are aware of their rights and responsibilities	All students receive annual safeguarding training	CPFP
			All students sign a Student Code of Conduct form when enrolling at a PEAS school (and this is kept on record)	CPFP
			Student clubs meet regularly (e.g. Girls' clubs) and safeguarding themes are embedded in club activities	CPFP
			Life skills lessons are conducted for all students are scheduled in the school timetable	CPFP
			Guidance sessions and special assemblies are conducted at school and class level to address pressing safeguarding challenges when needed	CPFP
			Campaigns that promote appropriate student to student behaviour are delivered annually	CPFP
	1.4	Parents are aware of PEAS safeguarding commitment	Parents receive annual safeguarding training	CPFP
			All parents have signed parental child protection form when their child joins a PEAS schools (and this is kept on record)	CPFP
	1.5	Communities are aware of PEAS safeguarding approach and risks	Annual community sensitisation campaigns are conducted	CPFP
			Community leaders or key community members take action to support the wellbeing of students in the community	HT

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	1.6	The school environment is effectively used to promote safeguarding awareness	Displays of PEAS safeguarding policies (including child-friendly versions) and posters are visible around the school to students and staff	HT
2. Prevention: Staff, students and the community play an active role in preventing violence and ensuring the school is a safe space for all	2.1	Positive discipline is embedded in school culture	School has a behaviour management strategy, to support teachers to know how to respond to different student behaviour.	HT
			All cases of student behaviour which result in disciplinary action, are recorded in a behaviour management/discipline file.	HT
			Zero tolerance approach to corporal punishment is consistently communicated and applied	HT
	2.2	Staff have the skills they need to tackle student behaviour appropriately	Staff are given training on positive behaviour management techniques termly	CPFP
			Staff are given training on how to identify student to student bullying and tackle this behaviour termly	CPFP
	2.3	Safe practices are used to recruit all staff and volunteers	Background checks on all applicants are conducted, including criminal checks, letter from LC, National ID number and obtaining two references which specifically reference the candidates suitability for working with children (one from previous employer)	HT
			Interviews are used to gauge applicants' commitment to safeguarding	HT
	2.4	Students inform, and have a role in, prevention measures	Child protection focal people attend student council termly and take appropriate action to respond to students' safeguarding suggestions and concerns	CPFP
			Student leadership structures are established that enable student leaders to support teachers and SLT in safeguarding activities at school level	CPFP
			Student leaders are given annual training to ensure they have the skills to support their peers with safeguarding concerns	CPFP
	2.5	Child protection committees proactively engage in and lead prevention activities	Head Teacher and child protection committee update and assess progress against safeguarding action plan termly	HT
			Child protection committee is active with one male and female representative from the student body, parent community, CPFP and SLT	
			Child protection committee meets twice a term to develop and lead implementation of prevention activities across the school	HT
			Child protection committees monitor the implementation of positive safeguarding measures and effective safeguarding procedures	HT
	2.6	The school environment is well-managed to prevent	Monthly health and safety audit is taken to assess school structures and environment (e.g. amenities have sufficient water, grass and hedges are trimmed)	HT



		safeguarding incidents occurring	Corrective action is taken where needed to ensure structures and environment are safe and hygienic (including safe waste management and disposal)	HT
			School boundaries are fenced and secure	HT
			School areas gazetted to clarify areas that are out of bounds for students and/or staff	HT
			Adequate lighting is provided in all areas of the school	HT
			Amenities are frequently cleaned	HT
			Food quality is regularly assessed to ensure it is well prepared and within the ration stipulated by government	HT
	2.7	The school minimises risks to students outside of the school compound	Timetable enables day students to travel to and from school during daylight hours	HT
			Day students are regularly provided with guidance to travel in groups to and from school	CPFP
			Training is provided to BoG, PTA and parents on positive behaviour management	CPFP
	2.8	Enrolment processes effectively prevent and minimise risks to student safety	Enrolment matches the space available for day and boarding, avoiding overcrowding and congestion	HT
			Primary and secondary contacts are collected for each student at the school upon enrolment	CPFP
3. Reporting: Clear systems for reporting abuse exist for staff, students and community members.	3.1	Environment and culture of reporting concerns or incidents is established	Students are regularly provided refresher sessions on how to report and who to report to, including anonymous reporting channels.	CPFP
			Staff, parents, communities are made aware of how to report and who to report to in annual refresher training	CPFP
	3.2	Safeguarding incidents are escalated appropriately	All level 3 incidents are reported to PEAS central office immediately upon hearing of an allegation or concern	HT
	3.3	Systems that allow students and staff to report safeguarding concerns or incidents anonymously are established and used	Guidelines are shared on the use of anonymous reporting with staff and students regularly, including display of whistleblowing email and policy	CPFP
			Anonymous reporting box is established and monitored weekly	CPFP
	3.4	Arrangements are in place to ensure that personal or sensitive information is recorded appropriately and stored securely.	These is a clear, established process to record, store and dispose of child protection incident reporting forms in line with PEAS guidelines	CPFP
			Information about safeguarding incidents is shared only with safeguarding focal people and focal people conform to confidentiality standards	CPFP



4. Response: School effectively responds to safeguarding incidents, prioritising a survivor-centred approach.	4.1	Schools carry out robust investigation of all alleged safeguarding incidents using a survivor-centred approach	All safeguarding allegations are taken seriously and investigated in an objective manner, maintaining the anonymity of those the survivor and/or whistle-blower.	HT
			Any interviews with children or survivors during the investigation is conducted alongside a trusted and objective member of school staff or guardian.	HT
			Disciplinary steps are taken following an investigation, if needed. All disciplinary steps are taken in close collaboration with the Country Office HR Coordinator.	HT
			Zero tolerance approach taken to any serious breaches of child protection policy	
	4.2	All staff receive annual refresher safeguarding training (which covers the high risk areas of concerns e.g. corporal punishment, bullying and sexual abuse/harassment)	Steps are taken immediately after any safeguarding allegation to ensure the school environment is safe	HT
			Survivors are immediately supported and protected. Logs show contact with parents, counselling of survivors, investigations, medical examinations and court proceedings (where relevant)	HT
			A referral plan is agreed and implemented for each safeguarding case to ensure that all relevant referral has taken place	CPFP
			Referral maps for relevant external agencies in the local area and nationally are up to date with recent contact information to enable the school to contact organisations for advice and to refer students to external support	CPFP
			Relationships and contacts are established with relevant external agencies (particularly the family protection unit and probation and welfare office)	CPFP
			Survivors and caregivers are referred to community based safeguarding agencies for support when needed.	CPFP
	4.3	The response to any safeguarding concerns that are criminal in nature are reported to law enforcement	All criminal safeguarding cases are reported to the police and police reference number is obtained	CPFP
	4.4	Students are effectively supported and encouraged to return to school after a period of absence due to abuse or pregnancy	Students who are out of school, particularly due to pregnancy or abuse are regularly contacted for check-ins and supported to return to school	CPFP
			Students returning to school following a period of absence are regularly checked upon, other students are sensitised to reduce stigma and a zero tolerance approach to bullying is taken	CPFP

