

# Safeguarding – CPD – April 16<sup>th</sup> 2025

**KEY**

**REMINDERS**

**SAFEGUARDING STAFF**

**WHO TO  
SPEAK TO**



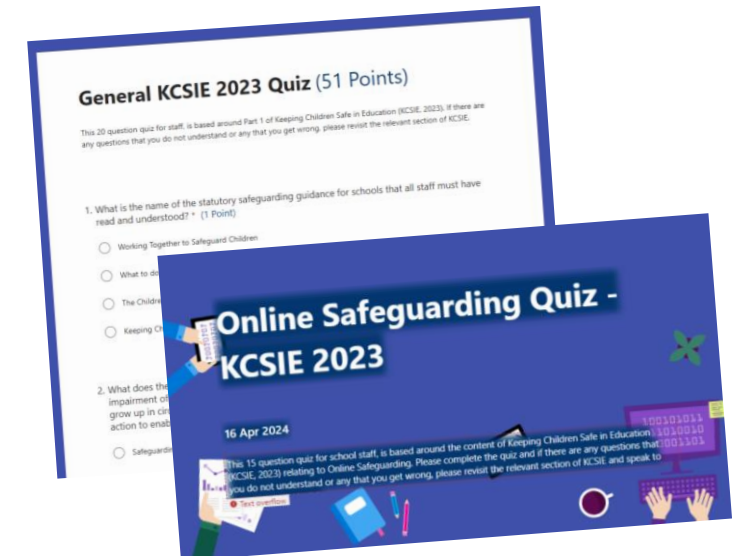
**RECAP ON**

**RECORDING**

**INCIDENTS**

**STAFF QUIZ**

**FEEDBACK**





# Safeguarding Team



**Mr Liddle**

**Designated Safeguarding  
Lead (DSL)**



**Mrs Constable**

**Deputy Designated  
Safeguarding Lead  
(DLS)**



**Mr Mallam**

**Safeguarding Officer**



# **CPOMS Recording Incidents**



# Safeguarding - Quick Recap - CPOMS



## Recap on Recording Incidents

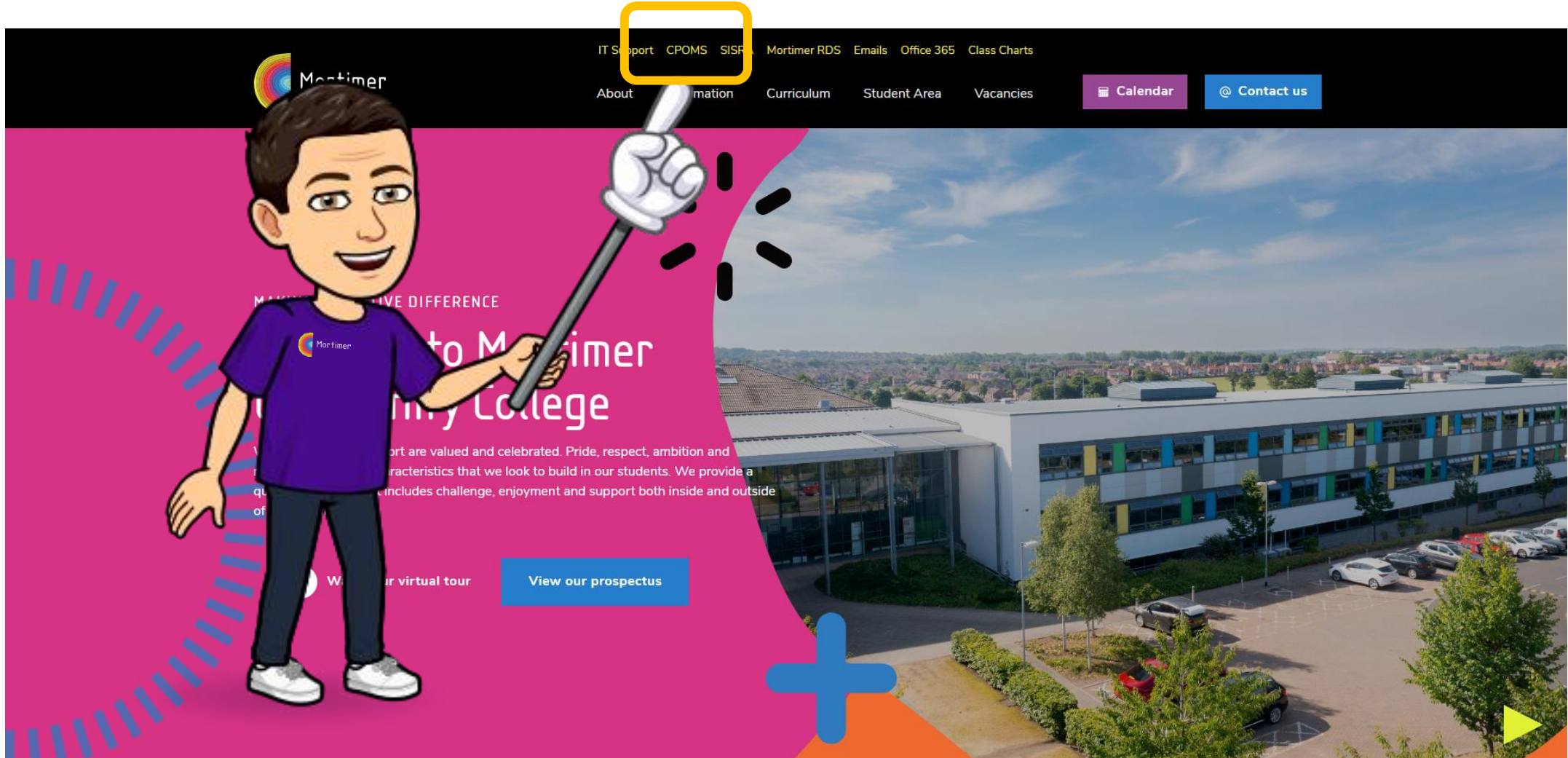


**CPOMS** – is our online electronic system used in school, by all staff, for recording any safeguarding concerns.





**CPOMS** is accessed via a link on the school website.



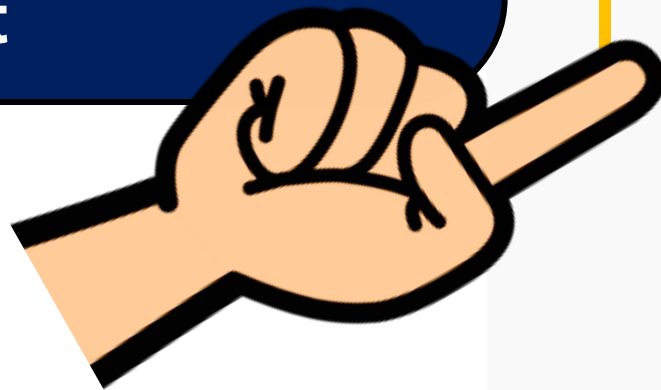


# HOW TO SIGN IN



To **log in** use your **school email address** for your **username** and the password you set.

**\*New Staff** will receive an email to create an account

A screenshot of the Mortimer Community College login page. At the top, there is a logo with the word "Mortimer" and a colorful circular graphic, followed by the CPOMS logo. Below this is the text "Mortimer Community College". The main login area contains a message: "You're not signed in, please sign in to continue." followed by "Single Sign-On" with an information icon. There are two input fields: the first contains the email "sliddle1@mortimer.school" and the second contains a masked password "....." with an eye icon to toggle visibility. A yellow rectangular box highlights these two input fields. Below the fields is a dark purple "Login" button. Underneath the button are three links: "Forgotten your password or using CPOMS for the first time?", "Can't log in?", and "Got a new device?". At the bottom, a yellow box contains a security warning: "We advise against the use of autofilled passwords on shared computers."



# HOW TO SIGN IN



If you have **forgotten your password**, you will need to request a password reset from the login webpage.



Mortimer Community College

You're not signed in, please sign in to continue.

Single Sign-On 

sliddle1@mortimer.school

.....



Login

Forgotten your password or using CPOMS for the first time?

Can't log in?

Got a new device?

We advise against the use of autofilled passwords on shared computers.



# HOW TO ADD AN INCIDENT



Select '**Add Incident**' to enter a concern for a student.

CPOMS Website CPOMS User Guide Contact Support CPOMS FAQ

It is your responsibility to logout and protect the security of student information.

REMIND ME HIDE NAMES BLANK SCREEN

Mortimer Community College Dashboard Reporting Planner Library Admin Account Settings CPOMS Staff

**Add Incident** [dropdown arrow] [notification bell] LOGOUT

You're currently in training mode, [click here for more info](#)

### Quick Student Search

Press Enter to search [magnifying glass icon]

☐ Monitored students  
☐ Include archived students

### Filter By Group

Year Group [dropdown arrow]

- 7
- 8
- 9
- 10

### Filter By Category

[empty dropdown menu]

### Recently Viewed

## Dashboard

Import status: Healthy [green dot]

#### Alert

Steven Liddle alerted you to a [file in the library](#).  
[Added] [minutes ago by Steven Liddle]

#### My Assigned

You are not assigned any open cases. [Added]

#### My History

You have not logged any incidents or actions in the last 7 days. [Added]

A cartoon illustration of a woman with blonde curly hair, wearing a brown fur jacket and a black skirt, holding a long pointer stick. A hand at the end of the stick is pointing directly at the 'Add Incident' button in the top navigation bar.





Student

Begin typing a student's name

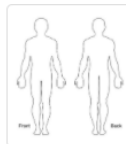
Incident

Add **detail** of the incident here.

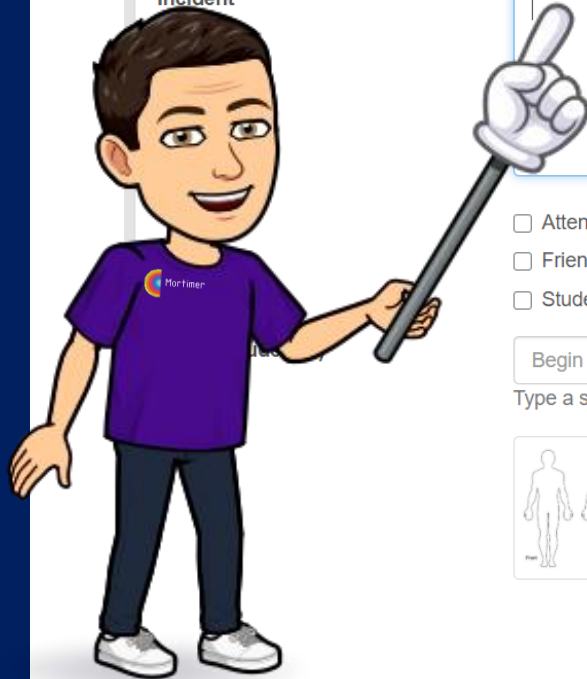
- ☐ Attendance
 ☐ Bullying / Friendship Related Issues
 ☐ Cause for Concern
 ☐ Child Protection
 ☐ Covid-19 Track and Trace
 ☐ Friendship Issues
 ☐ Historic Information
 ☐ Home Issues
 ☐ Medical
 ☐ Parental Contact
 ☐ Referral Made
 ☐ Safeguarding
 ☐ Student School Transfer

Begin typing a student's name

Type a student's name to link them to this incident.



**WHAT HAPPENED?**







If adding other student names to your incident write up, **ONLY USE** their **FORENAME** and **INITIAL** of their **SURNAME**, for example: **John S**



CPOMS Wel  
It is your respo

Mortimer

Student

Incident

Category

Attendance ☐ Bullying / Friendship Related Issues ☐ Cause for Concern ☐ Child Protection ☐ Covid-19 Track and Trace ☐ Exclusions ☐ External Agency Contact ☐ Friendship Issues ☐ Historic Information ☐ Home Issues ☐ Medical ☐ Parental Contact ☐ Referral Made ☐ Safeguarding ☐ School Laptop Loan ☐ SEND ☐ Student School Transfer ☐

Begin typing a student's name

Type a student's name to link them to this incident.

← Back

HIDE NAMES BLANK SCREEN

incident

Two simple line drawings of human figures, one male and one female, standing side-by-side.





CPOMS Website CPOMS User Guide Contact Support CPOMS FAQ  
It is your responsibility to logout and protect the security of student information.

Mortimer Community College Dashboard Reporting Planner Library Admin Account Settings

REMIND ME HIDE NAMES BLANK SCREEN

1 Add Incident LOGOUT

← Back

Student  
Incident

Categories

Linked student(s)

Maps

Begin typing a student's name to link this incident.

Type a student's name to link this incident.

Begin typing

Select the **category** of your **concern** and **sub-category**.

☐ Attendance ☐ Bullying / Friendship Related Issues ☐ Cause for Concern ☐ Child Protection ☐ Covid-19 Tracking and Testing ☐ Exclusions ☐ External Agency Contact  
☐ Friendship Issues ☐ Historical ☐ Home Issues ☐ Medical ☐ Parental Contact ☐ Referral Made ☐ Safeguarding ☐ School Laptop Loan ☐ SEND  
☐ Student School Transfer

A cartoon character with blonde curly hair, wearing a brown jacket and a black skirt, is pointing with a long stick at the 'Cause for Concern' and 'Safeguarding' categories. The character is positioned in the bottom center of the form.





**IMMEDIATE RISK OF HARM?**

**Please also report the incident verbally to Mrs Constable, Mr Mallam or Mr Liddle or a member of the pastoral team before the end of the school day.**





# STAFF QUIZZES

## FEEDBACK



# Safeguarding Staff Audit – Feedback

## General KCSIE 2024 Quiz - March 12th 2025 (63 Points)

This quiz for staff, is based around Part 1 of Keeping Children Safe in Education (KCSIE, 2024). If there are any questions that you do not understand or any that you get wrong, please read the feedback linked to the question.

1. What is the name of the statutory safeguarding guidance for schools that all staff must have read and understood? \* (1 Point)
  - ☐ Working Together to Safeguard Children
  - ☐ What to do if you are worried a child is being abused
  - ☐ The Children's Act
  - ☐ Keeping Children Safe in Education ✓
2. According to the most recent definition of safeguarding in Working Together to Safeguard Children (2024), where can **maltreatment** of a child occur. \* (1 Point)
  - ☐ Only at home.

# Average

# Score

# 86% or 54/63

# Total Staff Completing Quiz – 89



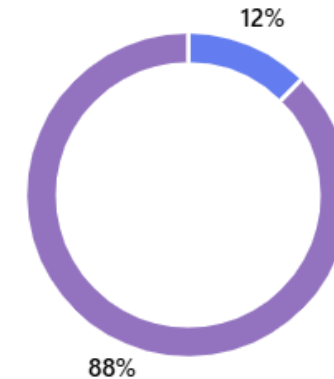
# Safeguarding Staff Audit – Misconceptions

1. What is the name of the statutory safeguarding guidance for schools that all staff must have read and understood? (1 point)

[More details](#)

88% of respondents answered this question correctly.

● Working Together to Safeguard Children	11
● What to do if you are worried a child is being abused	0
● The Children's Act	0
● Keeping Children Safe in Education	78 ✓



- **EVERYBODY** who **works** with **children** **MUST** follow Keeping Children Safe in Education – **KCSIE 2024**
- **Statutory** guidance for all **schools** and colleges
- Updated generally yearly

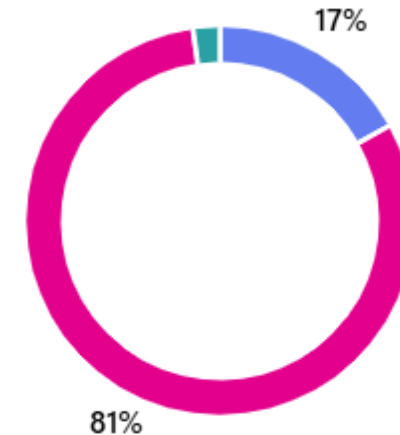


# Safeguarding Staff Audit – Misconceptions

26. In England and Wales a child under what age cannot consent to sexual activity? (1 point)

81% of respondents answered this question correctly.

● 13 years	15
● 16 years	72 ✓
● 18 years	2



- In England and Wales - the **age** of consent is **16**
- A child under the age of **13** can **never consent** to any sexual activity
- Sexual intercourse without consent is rape



# WHAT DOES CONSENT MEAN?

The **Sexual Offences Act 2003** says that someone consents to sexual activity if they:

- **agree** by choice and
- have both the **freedom** and **capacity** to make that choice.

If someone says 'no' to any kind of sexual activity, they are **not agreeing** to it.

If someone doesn't say 'no' out loud, that doesn't automatically mean that they have agreed to it either.

The age of consent is...

16



# AGE OF CONSENT

- The **age of consent** in England and Wales is **16**.
- This is the **age** when young people of any sex, gender or sexual orientation can **legally consent** to taking part in sexual activity.

The age of consent is...

**16**



# AGE OF CONSENT

This means that **sexual activity** between two or more people is always **unlawful**, if at least **one** of the **people** is **under** the age of **16**.

The age of consent is...

**16**



# AGE OF CONSENT

It doesn't matter if:

- All those involved are the same age or very close in age.

It doesn't matter if:

- Those under the age of 16 have given their consent (in line with the previous definition).

However, **not everyone** who does something unlawful **is charged with a crime** and taken to court (prosecuted). It is up to **prosecutors** to decide whether it is in the '**public interest**' for this to happen – and, when making this decision, they have to take certain **factors** into account.

The age of consent is...

16



# FACTORS AGAINST PROSECUTION

These include:

- How close in age and maturity levels those involved are.
- The relationship of those involved.
- Whether the person under 16 consented.
- Whether the sexual activity was a normal part of the process of becoming an adult.
- Whether the person under 16 was aged 12 or under.

The age of consent is...

16

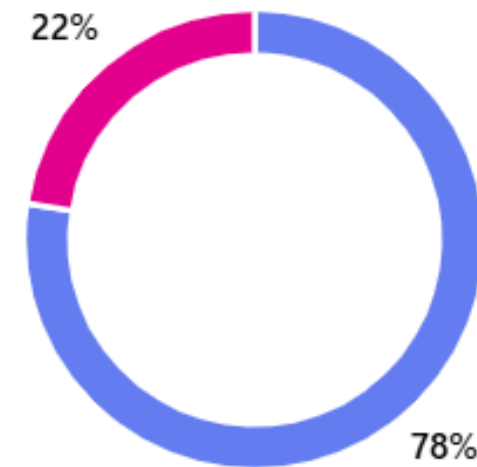


# Safeguarding Staff Audit – Misconceptions

19. If a 16 year old child is physically violent towards their 16 year old partner, this would be considered Domestic Abuse.  
True or False? (1 point)

78% of respondents answered this question correctly.

● True 69 ✓  
● False 20



**ANY UNDER 16's = CHILD PROTECTION LAWS USED**



# Safeguarding Staff Audit – Misconceptions

33. A child has the right to request and access the school records kept about them, including safeguarding records. True or False? (1 point)

54% of respondents answered this question correctly.

● True 48 ✓  
● False 41



**GDPR = ANY AGE CAN REQUEST IN ENGLAND  
MUST BE GILlick COMPETENT**

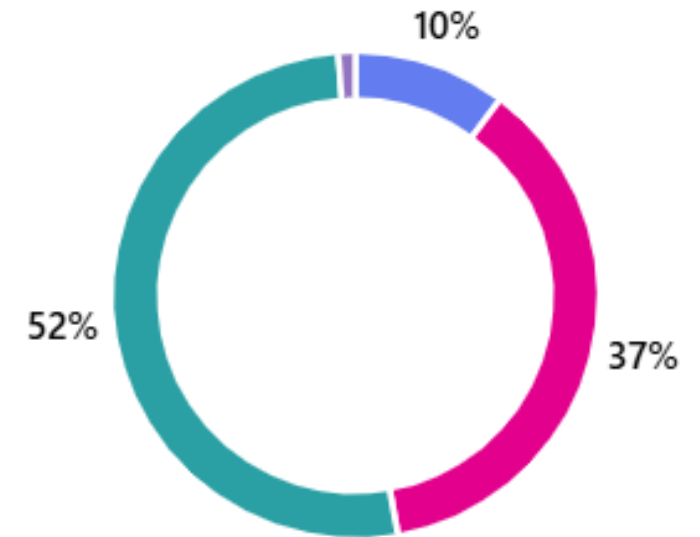


# Safeguarding Staff Audit – Misconceptions

7. Which type of abuse do teachers have a legal duty to report? (1 point)

52% of respondents answered this question correctly.

● Forced Marriage	9
● Neglect	33
● Female Genital Mutilation	46 ✓
● Grooming	1



**FGM = TEACHER MUST = REPORT TO POLICE**



# FGM Act 2003 = Statutory Duty on Teachers

- Girl **MUST** be **under 18**
- All teachers in England & Wales
- Teachers **MUST personally report** to the police cases where they discover that an act of FGM appears to have been carried out.
- The duty does not apply in relation to **at risk or suspected cases**.

**CURRENT UK THREAT LEVEL: SUBSTANTIAL**



# Safeguarding Staff Audit – Misconceptions

34. What type of sexual offence is the following?

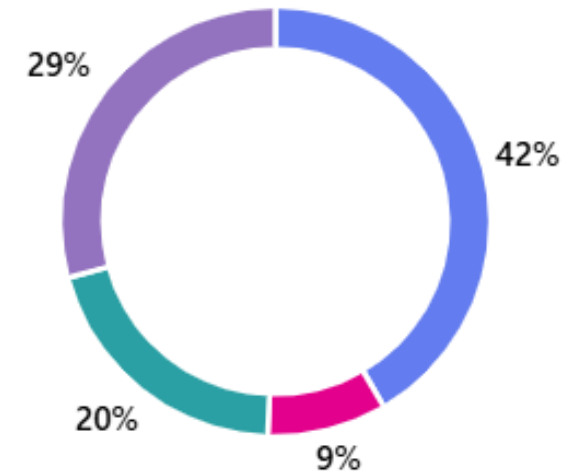
A 16 yr old girl is forced to participate in oral sex.

(1 point)

[More](#)

42% of respondents answered this question correctly.

● Rape	37 ✓
● Assault by penetration	8
● Sexual Assault	18
● Causing someone to engage in sexual activity without consent	26



**NO CONSENT = RAPE = REPORT TO POLICE**



# Safeguarding Staff Audit – Misconceptions

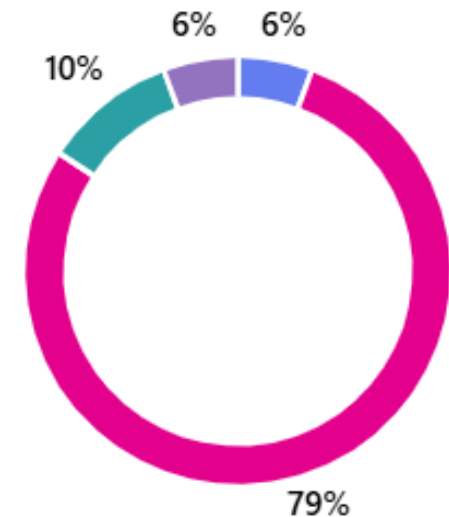
35. What type of sexual offence is the following?

Without consent, a boy puts his fingers up another boy's bottom

(1 point)

79% of respondents answered this question correctly.

● Rape	5
● Assault by penetration	70 ✓
● Sexual Assault	9
● Causing someone to engage in sexual activity without consent	5



**ASSAULT BY PENETRATION = REPORT TO POLICE**



# Safeguarding Staff Audit – Misconceptions

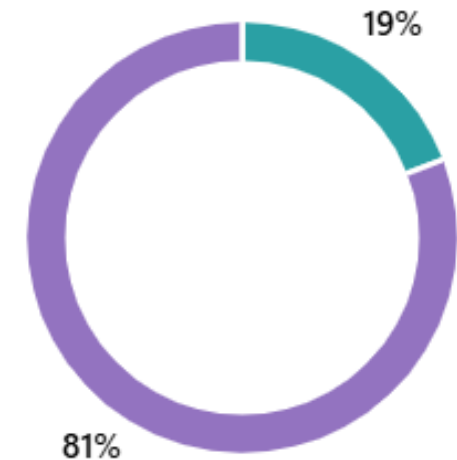
36. What type of sexual offence is the following?

A boy is coerced to take a naked photo of himself

(1 point)

81% of respondents answered this question correctly.

● Rape	0
● Assault by penetration	0
● Sexual Assault	17
● Causing someone to engage in sexual activity without consent	72 ✓



**CHILD SEXUAL EXPLOITATION = POLICE / SOCIAL CARE**



# SEXUAL VIOLENCE – Sexual Offences Act 2003

## RAPE

Rape involves the penetration of the vagina, anus or mouth by a penis.



## ASSAULT BY PENETRATION

Penetration of the vagina or anus (**not mouth**) with any part of the body (e.g. finger) or an object (e.g. bottle).



## SEXUAL ASSAULT

Touching another person with any part of the body, or with anything else. Touching can be through clothing.



Result in a **REPORT** to **POLICE** and/or **SOCIAL CARE**

**NOTE:** Indecent assault offences were re-classified under the Sexual Offences Act 2003 and it is no longer used as a legal term.



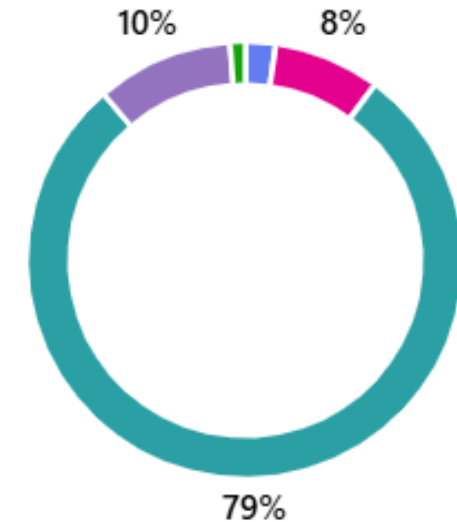
# Safeguarding Staff Audit – Misconceptions

27.

Which 1 of the following is NOT true about radicalisation? (1 point)

79% of respondents answered this question correctly.

- |                                                               |      |
|---------------------------------------------------------------|------|
| ● Anyone could be a victim                                    | 2    |
| ● It is more likely to happen online                          | 7    |
| ● Is usually linked to Islamic extremism                      | 70 ✓ |
| ● A victim could change their physical appearance as a result | 9    |
| ● Usually occurs over a period of time                        | 1    |



**RADICALISATION = SAFEGUARDING = PREVENT**

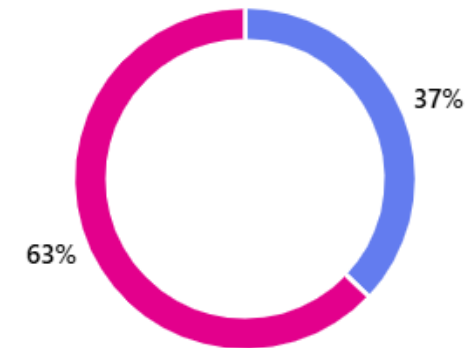


# Safeguarding Staff Audit – Misconceptions

28. A student has had a Prevent referral submitted by the DSL. As a result of the Prevent referral the student and their family were invited to access which Government programme in order to receive voluntary, confidential support that focuses on providing support at an early stage to people who are identified as being susceptible to being drawn into terrorism. (1 point)

63% of respondents answered this question correctly.

● Educate Against Hate	33
● Channel	56 ✓
● NSPCC	0



🎯 PREVENT CONCERN → CHANNEL PANEL MEETING → CHANNEL PROGRAM OFFERED (**VOLUNTARY**)

🎯 POLICE ACTION MAY BE TAKEN = COUNTER TERRORISM ACT



# SOUTH TYNESIDE PREVENT RISK ASSESSMENT

- South Tyneside threat level: **Low/medium risk**
- Primary UK threat comes from **Islamist inspired terrorism**
- South Tyneside Council Community Safety Team have **no specific information** to suggest Islamist terrorism/ideology are prevalent locally
- **Online far-right** growing concern in **Northumbria area**
- Majority of **Prevent** referrals in **South Tyneside** relate to **young males** and **online Right-Wing extremism**

**CURRENT UK THREAT LEVEL: SUBSTANTIAL**

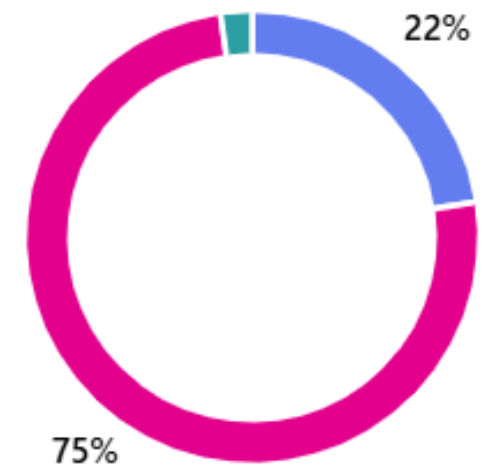


# Safeguarding Staff Audit – Misconceptions

30. If you heard that a colleague who you work with at school has hit their own child leaving a bruise on their arm, this would be considered (choose 1): (1 point)

75% of respondents answered this question correctly.

● A Low Level Concern	20
● An Allegation	67 ✓
● A personal matter as it doesn't relate to conduct at work	2
● A personal matter as it is OK for parents to hit their own children	0



🎯 This is an allegation of physical assault.



# ALLEGATIONS

**Anyone** working in the school or a college that provides **education** for persons **under 18** years of age, including supply teachers, volunteers and contractors has:

- behaved in a way that has **harmed a child**, or may have harmed a child and/or
- possibly committed a **criminal offence** against or related to a child, and/or
- behaved towards a child or children in a way that indicates he or she may pose a **risk of harm to children**, and/or
- behaved or may have behaved in a way that indicates they **may not be suitable** to work with children.

**APPLY TO ANYBODY WORKING IN SCHOOL**



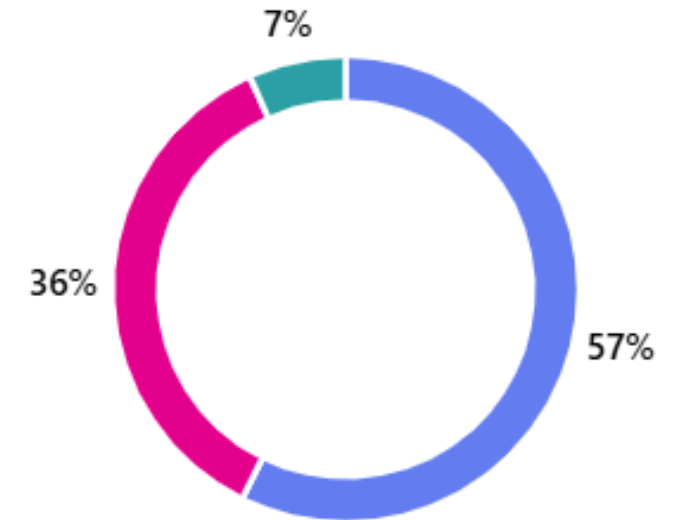
# Safeguarding Staff Audit – Misconceptions

23.

If you were told by a child that a teacher swore during a lesson, this would be considered: (1 point)

57% of respondents answered this question correctly.

Low level concern	51 ✓
Allegation	32
Neither of the above	6



**A low-level concern is one that does not reach the threshold for reporting to the LADO**

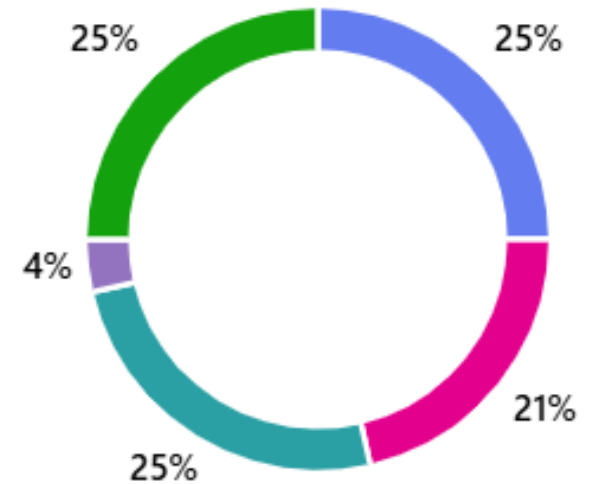


# Safeguarding Staff Audit – Misconceptions

13. Low level concerns apply to the conduct of (choose 4):  
(4 points)

85% of respondents answered this question correctly.

Teachers	89 ✓
Contractors	76 ✓
Supply Staff	89 ✓
Children	13
Volunteers	89 ✓



🎯 Low-level concerns apply to staff / adult behaviour



# LOW LEVEL CONCERN EXAMPLES...

- Being **over friendly** with children.
- Having favourites.
- Taking photographs of children on **their mobile** phone.
- Engaging with a child on a **one-to-one** basis in a secluded area or behind a closed door.
- Using **inappropriate** sexualised, intimidating or offensive language.

REPORTED TO DSL or HEAD TEACHER

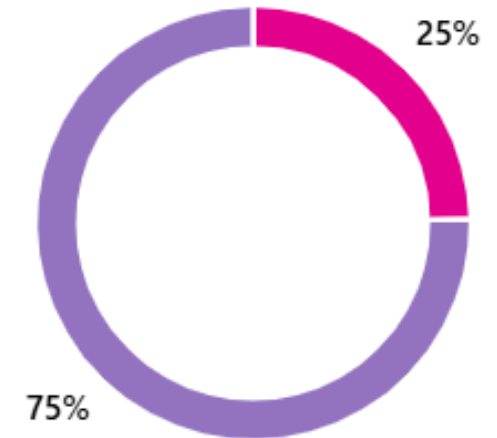


# Safeguarding Staff Audit – Misconceptions

11. If you have an allegation about the behaviour of a teacher, who should you report this to? Choose 1 (1 point)

75% of respondents answered this question correctly.

● Deputy Head Teacher	0
● DSL	22
● Chair of governors	0
● Head Teacher	67 ✓



🎯 If staff have a safeguarding concern or an allegation of staff harming or posing a risk of harm to children, this **MUST** be reported to the **Head Teacher**.

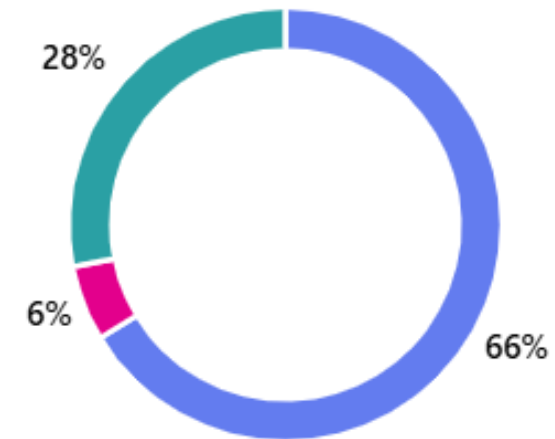


# Safeguarding Staff Audit – Misconceptions

48. What term describes the practice of blocking students from accessing inappropriate, harmful or illegal websites within a schools network? (1 point)

66% of respondents answered this question correctly.

● Web Filtering	59 ✓
● Content Monitoring	5
● Firewall Protection	25



🎯 Filtering and monitoring are two different, but similar systems schools **MUST** have in place.

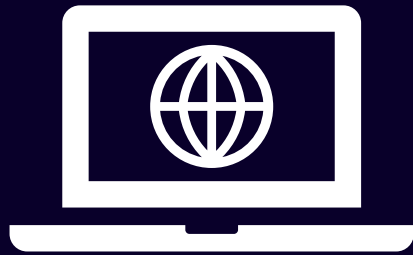


# FILTERING & MONITORING

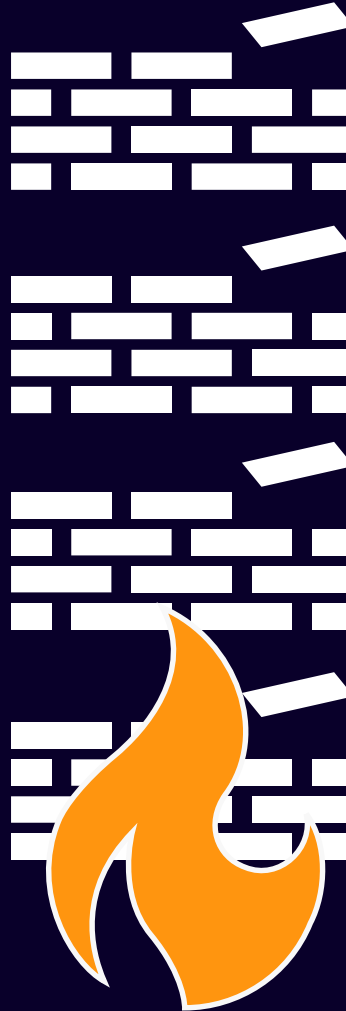
Protects the network from external threats

Restricts access to specific websites

Web Filtering



Smoothwall



Monitors all user activity

Website Monitoring





# MONITORING

- ✓ Live monitoring 24/7
- ✓ All computers & tablets
- ✓ All student devices
- ✓ All staff devices



## EXAMPLE ALERT

Severity	Category	Phrase	User
Low	Hacking	UNBLOCK SITES	22LSTEPHENSON

The screenshot shows a Google search interface. The search bar contains the text 'unblocked website listapp ab'. Below the search bar, the results are displayed. The first result is an 'AI Overview' section with the text: 'To access unblocked websites, you can utilize a Virtual Private Network (VPN) or proxy browser app. These tools redirect your internet traffic through a proxy server, allowing you to bypass geo-restrictions or censorship.' Below this, there are sections for 'VPNs and Proxy Browsers:', 'VPNs:', and 'Proxy Browsers:'. To the right of the main results, there are two app cards from Google Play. The first card is for 'Blue Proxy: proxy browser VPN' and the second is for 'VPN Unblock For Blocked Sites'. Both cards show the app icon and the text '2025 Unblock'.

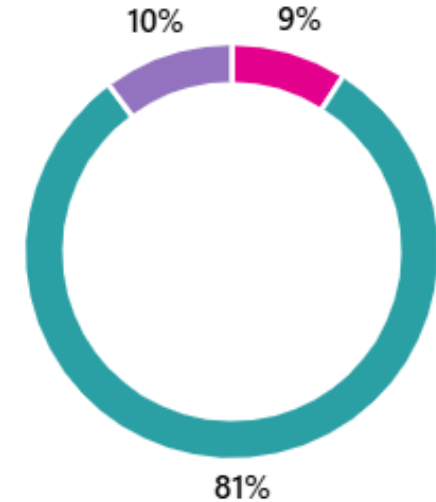


# Safeguarding Staff Audit – Misconceptions

45. If you have an allegation about the behaviour of the Head Teacher, who should you report your concerns to? (1 point)

81% of respondents answered this question correctly.

● Deputy Head Teacher	0
● DSL (S.Liddle)	8
● Chair of Governors (Steve Coldwell)	72 ✓
● The Local Authority Children's Service Team	9



 **OFSTED INSPECTOR ASKED THIS QUESTION TO STAFF**





# Safeguarding Staff Audit – Misconceptions

9. Who is the current Local Authority Designated Officer (LADO) for South Tyneside? (1 point)

91% of respondents answered this question correctly.

● Sarah Johnson	1
● Peter Davison	7
● Angela Nolan	81 ✓
● Rachel Thompson	0



 **OFSTED INSPECTOR ASKED THIS QUESTION TO STAFF**







# SAFEGUARDING PROCEDURES FOR ALL ADULTS WORKING IN THE SCHOOL



Mortimer

## CONCERNED ABOUT AN ADULT?

-  **Report to the Head Teacher**
-  If the concern is about the Head Teacher:  
**Report to the chair of governors:** Mr Stephen Coldwell  
**Email:** [scoldwell@mortimer.school](mailto:scoldwell@mortimer.school)

## IF YOU HAVE TO BYPASS THE DSL OR THE HEAD TEACHER

-  **Report to the Local Authority Designated Officer (LADO)**  
**LADO:** Angela Nolan - 0191 424 4701 or 07920817896  
**Email:** [lado@southtyneside.gov.uk](mailto:lado@southtyneside.gov.uk) or [angela.nolan@southtyneside.gov.uk](mailto:angela.nolan@southtyneside.gov.uk)

**SAFEGUARDING**

**AT MORTIMER IS**

**EVERYONE'S**

**RESPONSIBILITY**

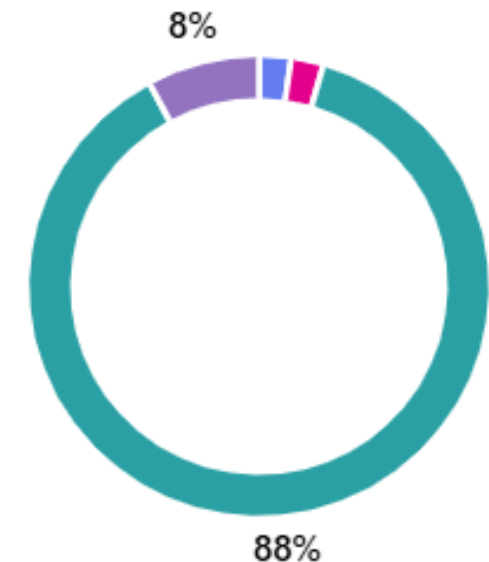


# Safeguarding Staff Audit – Misconceptions

8. According to Keeping Children Safe in Education 2024, what is the primary role of the Local Authority Designated Officer (LADO)? (1 point)

88% of respondents answered this question correctly.

- To conduct criminal investigations into allegations made against children in care. 2
- To provide therapeutic support to children who have disclosed abuse. 2
- To manage and oversee allegations made against staff and volunteers who work with children. 78 ✓
- To deliver safeguarding training to school staff and governors. 7



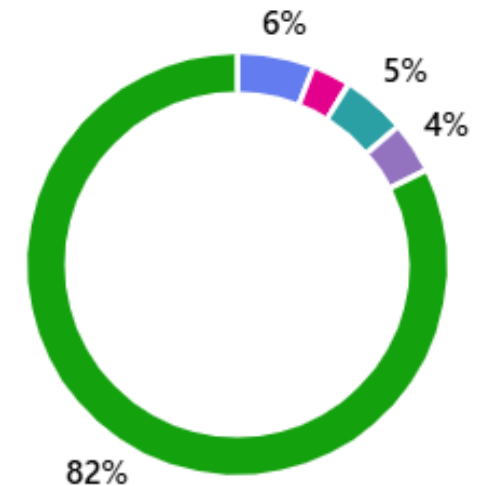


# Safeguarding Staff Audit – Misconceptions

47. Which of the following are recognised as significant safeguarding concerns in affecting children and young people in South Tyneside? (1 point)

91% of respondents answered this question correctly.

- |                                                           |      |
|-----------------------------------------------------------|------|
| ● Drug and alcohol misuse.                                | 6    |
| ● Domestic abuse and teenage relationship violence.       | 3    |
| ● Poverty and its impact on children's well-being.        | 5    |
| ● Mental health issues, including anxiety and depression. | 4    |
| ● All of the above.                                       | 84 ✓ |

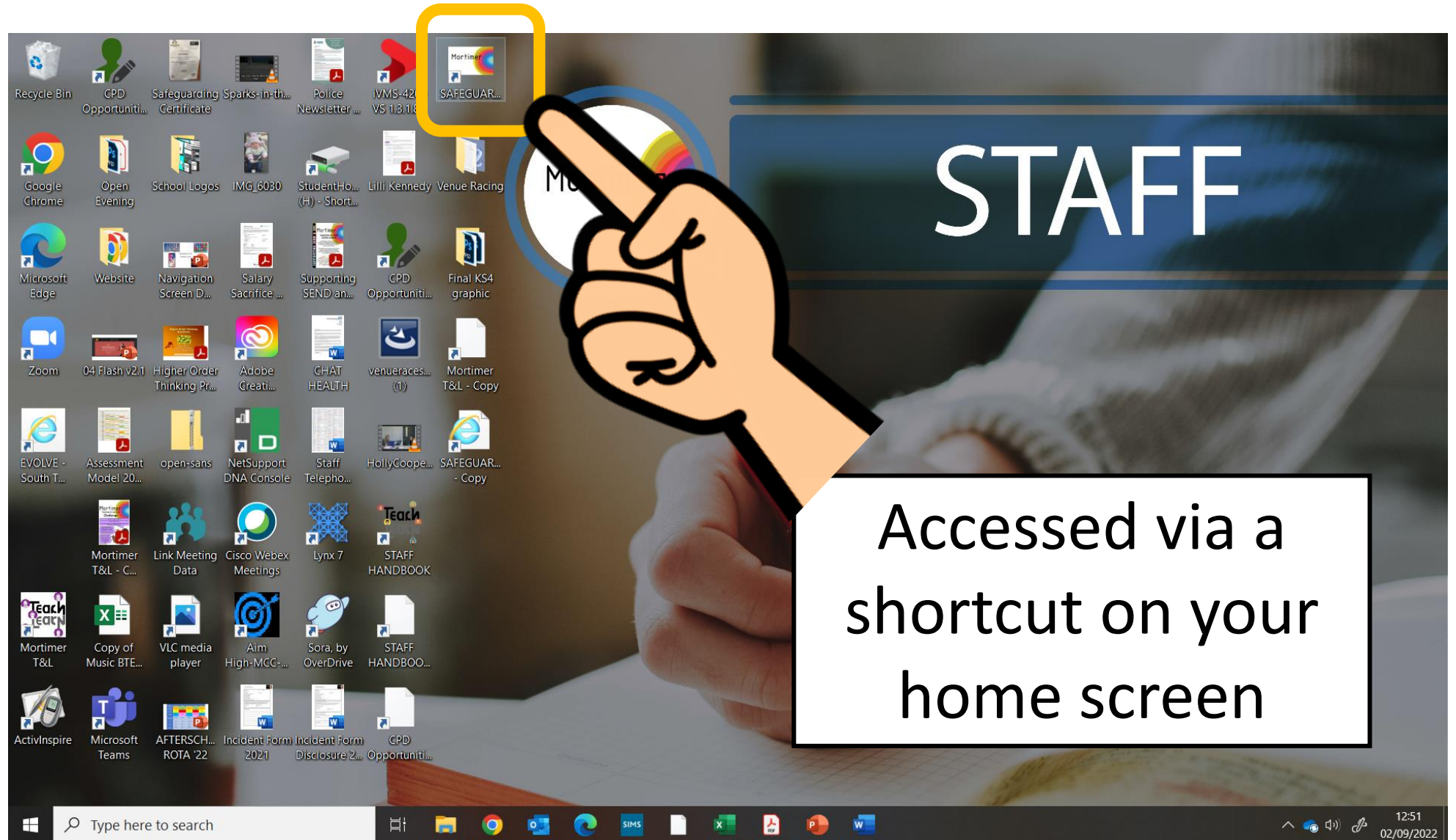


 **OFSTED INSPECTOR ASKED THIS QUESTION TO STAFF**





# STAFF SAFEGUARDING WEBPAGE





# STAFF SAFEGUARDING WEBPAGE



The screenshot shows the 'Safeguarding Staff Hub' webpage. At the top is a black navigation bar with the Mortimer logo on the left and links for IT Support, CPOMS, SISRA, Mortimer RDS, Emails, Office 365, Class Charts, About, Information, Curriculum, Student Area, Vacancies, a purple 'Calendar' button, and a blue 'Contact us' button. Below the navigation bar is a large blue header with the text 'Safeguarding Staff Hub'. The main content area has a dark background and is divided into four sections. The 'Staff - Key Documents' section lists statutory policies with blue buttons for 'Staff Code of Conduct - Sept 2023', 'Low Level Concerns Policy', 'Child Protection Policy', 'Child On Child Abuse Policy', 'KCSIE Part 1 - Sept 2023', and 'KCSIE 2023 - Full Document (not compulsory to read)'. The 'Golden Rules' section lists seven rules in white text. The 'Searching Procedures and Form' section has a yellow button for 'DfE Searching Screening &amp; Confiscation Guidance (July 2022)'. The 'When To Call The Police Guidance' section has a blue button for 'When To Call The Police'. There are decorative pink and yellow shapes on the right side of the page.

<http://mortimercommunitycollege.co.uk/safeguarding-staff-hub/>



A digital register has been emailed to you to complete.





## Whole School Safeguarding CPD - Staff Quiz Feedback - Wednesday 17th April 2024

Please complete the form below as proof of your attendance.

Hi, Stephen. When you submit this form, the owner will see your name and email address.

\* Required

1. Please enter your surname: \* 

2. Please enter your forename: \* 





**Safeguarding and  
Child Protection is  
EVERYONE'S  
responsibility.**