



# ODST Safeguarding Standard – Trustees and LGB Members Section

2025-26

The ODST offers a Safeguarding Standard to be used as a scaffolding tool across all schools to ensure compliance and consistency. The Safeguarding Standard has been quality assured by the Oxfordshire County Council, ODST leaders and a range of stakeholders and will ensure a high level of compliance and best practice for safeguarding across the Trust.

The Safeguarding Standard supports schools in establishing a culture of expectation around safeguarding and will provide greater assurance for ODST Trustees that risk is being addressed and mitigated effectively. Best practice in Safeguarding will be when the school's Safeguarding culture is lived and breathed by the school community, moving beyond policy and standards and embedded within lived experiences. Schools must use the ODST Safeguarding Standard to ensure standardisation and follow the relevant guidance.

The guidance is supported by training and materials for schools within a 'must' and 'should' and 'could' structure, so that there is clarity and support around what is necessary, what is good practice, and what materials are available to supplement schools' systems and structures. Where schools are not able to follow the Safeguarding Standard, Schools must ensure that this has been done in consultation with the relevant ODST link personnel.

Key area	Expectation	Resources
<b>Training</b>	<p><b>All LGB members:</b></p> <ul style="list-style-type: none"> <li>• <b>Must</b> read and understand KCSiE and complete the declaration on Governor Hub.</li> <li>• <b>Should</b> watch the ODST KCSiE update video</li> <li>• <b>Must</b> update safeguarding training at least annually.</li> <li>• <b>Must</b> complete PREVENT training annually (this can include the refresher course)</li> <li>• <b>Must</b> complete the National Cyber Security Centre’s cyber security training annually.</li> <li>• <b>Must</b> complete the appropriate safeguarding training declarations on Governor Hub.</li> </ul> <p><b>Role specific training:</b></p> <ul style="list-style-type: none"> <li>• One nominated LGB member <b>must</b> have undergone safer recruitment training.</li> <li>• The Lead Safeguarding LGB Member <b>must</b> hold the Level 3/DSL training and continue to access annual safeguarding training updates.</li> <li>• The Lead Safeguarding LGB Member <b>should</b> attend the annual ODST LGB safeguarding lead forum (Autumn)</li> <li>• The LGB Chair <b>should</b> review the ODST training options and delegate to members as appropriate. E.g. complaints, managing allegations, suspension and exclusion.</li> <li>• LGB Chair <b>must</b> ensure training and declarations are completed and records are shared with the school.</li> </ul>	<p><b>Keeping Children Safe in Education 2025:</b>  Link to KCSiE: <a href="#">Keeping children safe in education - GOV.UK</a>  Link to ODST KCSiE update video: <a href="#">7 minute Safeguarding Briefing - KCSiE 2025</a>  NB: We recommend all LGB Members <b>should</b> read <b>the whole</b> of KCSiE. This is because the board as a whole is responsible for safeguarding, and making sure your school's policies, procedures and training are compliant.</p> <p><b>Safeguarding training:</b>  Safeguarding training options are outlined below to suit the contexts of different settings and Local Authorities:</p> <ol style="list-style-type: none"> <li>1 Face-to-face training directly through your school</li> <li>2 NGA: <a href="#">Essential safeguarding for governors and trustees   National Governance Association (nga.org.uk)</a></li> <li>3 The Key: <a href="#">Safeguarding for governance   The Key Safeguarding</a></li> <li>4 Relevant Local Authority options below <ul style="list-style-type: none"> <li>• Reading: <a href="#">Reading education services training</a></li> <li>• RBWM: <a href="#">Core Training Programme for Governors and Clerks</a></li> <li>• OCC: <a href="#">Training &amp; Events   Oxfordshire   Education Services</a></li> </ul> </li> </ol> <p><b>Prevent:</b>  Prevent course: <a href="#">Prevent duty training</a>  Level 1, for all staff including governors (Awareness Course).  Level 2, for DSLs (Referrals Course).  Level 3, for Channel panel members (Channel Course).  Prevent refresher course: <a href="#">refresher-awareness-course</a></p> <p><b>Cyber security training:</b>  Cyber security training - <a href="#">NCSC.GOV.UK</a></p> <p><b>Safer recruitment training:</b></p> <ol style="list-style-type: none"> <li>1. NGA: <a href="#">Safer Recruitment   National Governance Association</a></li> <li>2. The Key: <a href="#">Safer recruitment in education   The Key Safeguarding</a></li> <li>3. OCC: <a href="https://educationservices.oxfordshire.gov.uk/">https://educationservices.oxfordshire.gov.uk/</a></li> </ol> <p><b>ODST LGB Safeguarding Lead Forum:</b></p>

		<ul style="list-style-type: none"> <li>• Tue 07/10/2025 6:30 PM - 8:00 PM</li> <li>• Tue 20/01/2026 6:30 PM - 8:00 PM</li> <li>• Tue 28/04/2026 6:30 PM - 8:00 PM</li> <li>• ODST training: <a href="https://www.eventbrite.co.uk/o/oxford-diocesan-schools-trust">https://www.eventbrite.co.uk/o/oxford-diocesan-schools-trust</a></li> </ul>
<b>Induction and reappointment</b>	<p><b>All LGB members:</b></p> <ul style="list-style-type: none"> <li>• <b>Must</b> complete induction through the school.</li> <li>• <b>Must</b> have and use a school email address at all times.</li> <li>• <b>Must</b> have and use a school means of identification (lanyard, badge, sticker)</li> <li>• <b>Must</b> hold an enhanced DBS and Section 128 checks at appointment. These <b>must</b> be recorded on the school's SCR.</li> <li>• <b>Should</b> carry out a DBS renewal or risk assessment at 10 years of appointment</li> </ul>	<p>Link to new LGB Member induction checklist:  <a href="#">ODST New LGB Member Checklist 2025.docx - GovernorHub</a></p> <p>DBS update service: <a href="https://www.gov.uk/dbs-update-service">https://www.gov.uk/dbs-update-service</a></p>
<b>Code of conduct</b>	<p><b>All LGB members:</b></p> <ul style="list-style-type: none"> <li>• <b>Must</b> agree to abide by the ODST Governance Code of Conduct and declare on Governor Hub that they will only act in accordance with this Code.</li> <li>• <b>Must</b> read and abide by key safeguarding policy.</li> </ul>	<p>Link to Code of Conduct:  <a href="#">ODST Governance Code of Conduct 2025</a></p> <p>Key safeguarding policy:</p> <ul style="list-style-type: none"> <li>• Suspension and permanent exclusion</li> <li>• Attendance</li> <li>• Child protection and safeguarding</li> <li>• Online safety</li> <li>• Safer recruitment</li> <li>• Dealing with safeguarding allegations</li> <li>• Whistleblowing</li> <li>• Supporting Children with Medical Needs</li> </ul>
<b>Monitoring</b>	<p><b>All LGB members:</b></p> <ul style="list-style-type: none"> <li>• <b>Must</b> be aware of the school's Local Authority Annual Safeguarding Audit and review progress towards the outcomes.</li> <li>• <b>Must</b> ensure that the school's website is compliant with safeguarding information</li> <li>• <b>Should</b> refer to Governor Hub for additional safeguarding guidance and resources</li> </ul>	<p>ODST Safeguarding Monitoring Visit Report Form on Governor Hub:  <a href="#">ODST LGB Monitoring Report - Safeguarding.docx - GovernorHub</a> This includes:</p> <ul style="list-style-type: none"> <li>• Monitoring schedule</li> <li>• Visit proforma</li> <li>• SCR monitoring proforma</li> <li>• SCR key questions</li> </ul>

	<p><b>LGB members with responsibility for safeguarding:</b></p> <ul style="list-style-type: none"> <li>• <b>Should</b> carry out at least four monitoring visits to school during the academic year and complete the ODST written report following each visit.</li> <li>• <b>Must</b> ensure the SCR is monitored and scrutinised by the school regularly at each visit and review evidence of monitoring reports.</li> <li>• <b>Must</b> use the Safeguarding Monitoring Visit Report Form</li> <li>• These reports <b>must</b> be reviewed by the LGB and any challenge raised should be recorded in the minutes.</li> </ul>	<p>Link to DFE SCR free webinar/training: <a href="#">Live Event   Webinar 2</a> (you will need to log in to enter – this is free)</p> <p>Website checklist: <a href="#">ODST School Website Checklist 2024.docx</a></p>
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## ODST Safeguarding support chart

