

Role	Safeguarding				Safer recruitment	DSL training		Other safeguarding	Food safety	Emergency First aid at work		Forest School First Aid		
Red background = statutory requirements Amber background = Local Authority requirements Green background = no requirement	Statutory requirement for all staff at least every 2 years				At least 1 member of staff or governor on each interview panel must have completed Safer Recruitment training - refreshed every 2 years	Statutory requirement for Designated Safeguarding Leads - renewed every 2 years		As required	Food handlers must be trained in food hygiene to enable them to handle food safety. There is no refresher requirement but best practice suggests that this should be refreshed every 2 years	Our First Aid risk assessment, following guidance from the HSE suggests 6 first aiders. Certification expires after 3 years				
	Received	Review	FGM	Prevent		Received	Review		Received	Review	Received	Review	Received	Review
TA, L/T Super, OOSC	Aug-17	Sep-18	28-Aug-15	05-Jan-16					Aug-16		Jun-16	Jun-18		
Teacher	Aug-17	Sep-18	01-Jun-15	27-Apr-16										
ICT Tec	Aug-16			05-Jan-16										
Lunchtime/TA	Aug-17	Sep-18									Aug-17			
TA	Aug-17	Sep-18		05-Jan-16					Aug-16		Jun-16	Jun-18	Sep-16	Sep-18
Cleaner/L/T Super	Aug-17	Sep-18									Jun-16	Jun-18		
TA	Aug-17	Sep-18	28-Aug-15	05-Jan-16					Aug-16		Jun-16	Jun-18		
Teacher	Aug-17	Sep-18												
L/T Super	Aug-17	Sep-18									Jun-16	Jun-18		
TA	Aug-17	Sep-18	28-Aug-15	05-Jan-16					Aug-16		Jun-16	Jun-18		
TA	Aug-17	Sep-18									Jun-16	Jun-18		
TA	Aug-17	Sep-18	28-Aug-15	05-Jan-16					Aug-16		Jun-16	Jun-18		
Deputy Head	Aug-17	Sep-18	01-Jun-15	27-Apr-16	Apr-17	24-May-16	24-May-18	Neglect toolkit 14/11/17						
TA, L/T Super, OOSC	Aug-17	Sep-18	28-Aug-15	05-Jan-16					Aug-16		Jun-16	Jun-18		
TA	Aug-17	Sep-18	28-Aug-15	05-Jan-16					Aug-16		Jun-16	Jun-18		
HLTA	Aug-17	Sep-18	01-Jun-15	27-Apr-16										
TA	Aug-17	Sep-18									Aug-17			
Cleaner/L/T Super	Aug-17	Sep-18									Aug-17			
Teacher	Aug-17	Sep-18	01-Jun-15	27-Apr-16		12-Jan-16	12-Jan-18	Inter-agency safeguarding training						
TA, OOSC	Aug-17	Sep-18	28-Aug-15	05-Jan-16					Aug-16		Jun-16	Jun-18		
Teacher	Aug-17	Sep-18	01-Jun-15											
Teacher	Aug-17	Sep-18	01-Jun-15	27-Apr-16										
Teacher	Aug-17	Sep-18	01-Jun-15	27-Apr-16										
TA	Aug-17	Sep-18	28-Aug-15	05-Jan-16					Aug-16		Jun-16	Jun-18		
Teacher	Aug-17	Sep-18	01-Jun-15	27-Apr-16										
TA & L/T Super	Aug-17	Sep-18	28-Aug-15	05-Jan-16					Aug-16		Jun-16	Jun-18		
L/T Super	Aug-17	Sep-18							Aug-16		Jun-16	Jun-18		
Role	Safeguarding				Safer recruitment	DSL training			Food hygiene		Emergency First aid at work			
TA	Aug-17	Sep-18	28-Aug-15	05-Jan-16					Aug-16		Jun-16	Jun-18		
TA, OOSC, S&L	Aug-17	Sep-17	28-Aug-15	05-Jan-16					Aug-16		Jun-16	Jun-18		
Teacher SENCo	Aug-17	Sep-18												
Admin Officer	Aug-17	Sep-18	01-Jun-15	05-Jan-16										
HLTA	Aug-17	Sep-18									Oct-16			
TA	Aug-17	Sep-18	28-Aug-15	05-Jan-16					Aug-16					
TA & OOSC	Aug-17	Sep-18	28-Aug-15	05-Jan-16					Jul-16		Jun-16	Jun-18		
TA	Aug-17	Sep-18									✓			
Teacher	Aug-17	Sep-18	01-Jun-15	27-Apr-16										
TA, L/T Super, OOSC	Aug-17	Sep-18	28-Aug-15	05-Jan-16					Aug-16		Jun-16	Jun-18		
Teacher	Aug-17	Sep-18	01-Jun-15	27-Apr-16										
L/T Super	Aug-17	Sep-18									Aug-17			
TA & OOSC	Aug-17	Sep-18							Aug-16		Aug-17			
TA & Kit Ass	Aug-16		28-Aug-15	05-Jan-16					Jun-16	Jun-17	Jun-16	Jun-18		

Peri music														
TA	Aug-17	Sep-18	28-Aug-15	05-Jan-16					Aug-16					
TA	Aug-17	Sep-18	28-Aug-15	05-Jan-16					Aug-16		Jun-16		Jun-18	
TA	Aug-17	Sep-18	28-Aug-15	05-Jan-16					Aug-16		Jun-16		Jun-18	
Peri music	Aug-17	Sep-18												
Admin officer	Aug-16										Jun-16		Jun-18	
Teacher	Aug-17	Sep-18	01-Jun-15	27-Apr-16										
Lunchtime supervisor	Aug-17	Sep-18									Aug-17			
Teacher	Aug-17	Sep-18												
L/T Super, OOSC	Aug-17	Sep-18									Aug-17			
HLTA	Aug-17	Sep-18	01-Jun-15	27-Apr-16							01/06/2016			
Head Teacher	Aug-17	Sep-18	01-Jun-15	27-Apr-16	Aug-17	05-May-16	05-May-18					10/03/2016	10/03/2019	
PO/ICT Tec	Aug-17	Sep-18	01-Jun-15	05-Jan-16							01-Jun-16		Jun-18	
HLTA	Aug-17	Sep-18	28-Aug-15	27-Apr-16					Sep-15	Sep-18				
Teacher	Aug-17	Sep-18												
Teacher	Aug-17	Sep-18	01-Jun-15	27-Apr-16										
Cleaner/L/T Super	Aug-17	Sep-18	01-Jun-15											
Teacher	Aug-17	Sep-18	01-Jun-15	27-Apr-16										
Office Manager	Aug-17	Sep-18	01-Jun-15	27-Apr-16	Aug-17	25-Feb-16	25-Feb-18		May-16	May-18	01-Aug-16	01/08/2016		
Teacher	Aug-17	Sep-18												
Teacher	Aug-17	Sep-18												
TA	Aug-17	Sep-18	28-Aug-15	27-Apr-16					Aug-16		01-Jun-14	01/06/2017		
Teacher	Aug-17	Sep-18	01-Jun-15	27-Apr-16										
TA & L/T Super	Aug-17	Sep-18	28-Aug-15	05-Jan-16					Aug-16		Jun-16		Jun-18	
Finance Officer	Aug-17	Sep-18												
Teacher	Aug-17	Sep-18	01-Jun-15	27-Apr-16										
	<b>Received</b>	<b>Review</b>	<b>FGM</b>	<b>Prevent</b>		<b>Received</b>	<b>Review</b>		<b>Received</b>	<b>Review</b>	<b>Received</b>	<b>Review</b>		
Red background = statutory requirements Amber background = Local Authority requirements Green background = no requirement	Statutory requirement for all staff at least every 2 years				At least 1 member of staff or governor on each interview panel must have completed Safer Recruitment training	Statutory requirement for Designated Safeguarding Leads - renewed every 2 years			Food handlers must be trained in food hygiene to enable them to handle food safety. There is no refresher requirement but best practice suggests that this should be refreshed every 2 years	Our First Aid risk assessment, following guidance from the HSE suggests 6 first aiders. Certification expires after 3 years				
<b>Role</b>	<b>Safeguarding</b>				<b>Safer recruitment</b>	<b>DSL training</b>			<b>Food hygiene</b>	<b>Emergency First aid at work</b>				

Team teach		Epi-pen		Diabetic care		Minibus		EVC		Swim tests	CPOMS 1	Other	Other
LA requirement for all staff using physical intervention		School is required to ensure suitable and sufficient training for any school staff administering medicines		School is required to ensure suitable and sufficient training for any school staff administering medicines		Local Authority regulations say that drivers must pass the LA approved minibus competence assessment - refreshed every 3 years		Local Authority regulations require at least one member of staff to be trained to authorise trips and visits as the school's Educational Visits Co-ordinator - refreshed every 3 years		Local Authority regulations require at least one member of staff who has taken the LA swim test at each swimming lesson - retaken annually	Internal systems training	Continuous professional development	Continuous professional development
Received	Review	Received	Review	Internal	External	Received	Due	Received	Due				
28/08/15 3 hrs	Aug-18	Jun-16	Jun-18								Jan-16	Lunchtime supervisor training August 2017	Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18					May-16	May-19			25-Aug-17	Jun-15		Dyslexia Friendly Mark 08-01-17
											Sep-17	Lunchtime supervisor training August 2017	Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18	Jun-16	Jun-18								Jan-16		Dyslexia Friendly Mark 08-01-17
												Lunchtime supervisor training August 2017	
28/08/15 3 hrs	Aug-18	Jun-16	Jun-18								Jan-16		Dyslexia Friendly Mark 08-01-17
30-Nov-16										25-Aug-17		Shirley Clarke Training, 14-11-17	Dyslexia Friendly Mark 08-01-17
28-Sep-15	Sep-18										Sep-17	Lunchtime supervisor training August 2017	
28/08/15 3 hrs	Aug-18	Jun-16	Jun-18		25-May-17						Jan-16		Dyslexia Friendly Mark 08-01-17
											Sep-17		Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18	Jun-16	Jun-18	Oct-15	18-Nov-15						Jan-16		Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18	Mar-16		Aug-15		May-16	May-19			25-Aug-17	Jun-15	Reading Leaders' training ongoing	Shirley Clarke Training, 14-11-17
28/08/15 3 hrs	Aug-18	Jun-16	Jun-18								Jan-16	Lunchtime supervisor training August 2017	Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18	Jun-16	Jun-18	Aug-15	18-Nov-15						Jan-16		Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18	Mar-16	Jun-18		08-Oct-14						Jun-15		Dyslexia Friendly Mark 08-01-17
											Sep-17		Dyslexia Friendly Mark 08-01-17
												Lunchtime supervisor training August 2017	
28/08/15 3 hrs	Aug-18	Mar-16									Jun-15	Singapore maths 12-09-17	Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18	Jun-16	Jun-18								Jan-16		Dyslexia Friendly Mark 08-01-17
		Mar-16	Jun-18								Jun-15		Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18	Mar-16									Jun-15		Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18	Mar-16	Jun-18		28-Aug-15						Jun-15		Dyslexia Friendly Mark 08-01-17
06/11/15 3 hrs	Nov-18	Mar-16			25-May-17						Oct-15		Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18	Mar-16									Jun-15		Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18	Jun-16	Jun-18								Jan-16	Lunchtime supervisor training August 2017	Dyslexia Friendly Mark 08-01-17
28-Sep-15	Sep-18										Sep-17	Lunchtime supervisor training August 2017	
Team teach	Epi-pen	Diabetic care	Minibus	EVC	Swim tests	CPOMS 1	Other	Other					
28/08/15 3 hrs	Aug-18	Jun-16	Jun-18	May-15	21-Nov-14						Jan-16		Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18	Jun-16	Jun-18			May-16	May-19				Jan-16		Dyslexia Friendly Mark 08-01-17
10-Nov-16	Nov-19	Mar-16									Jan-16	Dyslexia friendly 11-10-17	AET level 2
		Jun-16	Jun-18	Aug-14	18-Nov-15						Jun-15		
30-Nov-16					25-May-17							Singapore maths 12-09-17	Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18	Jun-16	Jun-18								Jan-16		Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18	Jun-16	Jun-18		28-Apr-16	Sep-15	Sep-18			25-Aug-17	Jan-16		Dyslexia Friendly Mark 08-01-17
											Sep-17		Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18	Mar-16									Jun-15	Shirley Clarke Training, 14-11-17	KTC Phonics training 10-01-18
28/08/15 3 hrs	Aug-18	Jun-16	Jun-18	Jul-15	02-Jul-15					25-Aug-17	Oct-15		Dyslexia Friendly Mark 08-01-17
28-Sep-15	Sep-18	Mar-16									Jun-15		Dyslexia Friendly Mark 08-01-17
											Sep-17	Lunchtime supervisor training August 2017	
											Sep-17		Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18	Jun-16	Jun-18										Dyslexia Friendly Mark 08-01-17

28/08/15 3 hrs	Aug-18	Jun-16	Jun-18		04-Jun-13						Oct-15	Lunchtime supervisor training August 201	Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18	Jun-16	Jun-18								Jan-16		Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18	Jun-16	Jun-18		25-May-17						Jan-16		Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18	Mar-16								25-Aug-17	Jun-15	Shirley Clarke Training, 14-11-17	Dyslexia Friendly Mark 08-01-17
											Sep-17	Lunchtime supervisor training August 201	Dyslexia Friendly Mark 08-01-17
02-Nov-16												Shirley Clarke Training, 14-11-17	Dyslexia Friendly Mark 08-01-17
											Sep-17	Lunchtime supervisor training August 2017	
28/08/15 3 hrs	Aug-18	Mar-16				May-16	May-19			25-Aug-17	Jun-15	Singapore maths 12-09-17	Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18	Mar-16			30-Sep-14	Sep-15	Sep-18	30-Apr-15	01-Apr-18	25-Aug-17	Jun-15		Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18	Jun-16	Jun-18			Sep-15	Sep-18						
28-Sep-15	Sep-18	Mar-16			08-Oct-14					25-Aug-17	Jun-15	KTC guided reading 25-09-17	KTC Phonics training 06-10-17
												KTC guided reading 25-09-17	KTC Phonics training 06-10-17
28/08/15 3 hrs	Aug-18	Mar-16									Jun-15	Singapore maths 12-09-17	Dyslexia Friendly Mark 08-01-17
												Lunchtime supervisor training August 2017	
28/08/15 3 hrs	Aug-18	Mar-16									Jun-15		Dyslexia Friendly Mark 08-01-17
06/11/15 3 hrs	Nov-18	Jun-16	Jun-18	Apr-16	28-Apr-16	Sep-15	Sep-18				Jun-15	GDPR 19-09-17, 27-09-17, 07-11-17,	
											Sep-17		Dyslexia Friendly Mark 08-01-17
												KTC guided reading 25-09-17	KTC Phonics training 06-10-17
28/08/15 3 hrs	Aug-18	Mar-16	Jun-18		08-Oct-14						Jan-16		Dyslexia Friendly Mark 08-01-17
		Mar-16	Jun-18							25-Aug-17	Jun-15	KTC Phonics training 10-01-18	Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18	Jun-16	Jun-18			May-16	May-19				Jan-16	Lunchtime supervisor training August 201	Dyslexia Friendly Mark 08-01-17
28/08/15 3 hrs	Aug-18	Mar-16									Jun-15	KTC Phonics training 10-01-18	Dyslexia Friendly Mark 08-01-17
<b>Received</b>	<b>Review</b>	<b>Received</b>	<b>Review</b>	<b>Internal</b>	<b>External</b>	<b>Received</b>	<b>Due</b>	<b>Received</b>	<b>Due</b>				
LA requirement for all staff using reasonable force	School is required to ensure suitable and sufficient training for any school staff administering medicines	School is required to ensure suitable and sufficient training for any school staff administering medicines				Local Authority regulations say that drivers must pass the LA approved minibus competence assessment - refreshed every 3 years		Local Authority regulations require at least one member of staff to be trained to authorise trips and visits as the school's Educational Visits Co-ordinator - refreshed every 3 years		Local Authority regulations require at least one member of staff who has taken the LA swim test at each swimming lesson - retaken annually	Internal systems training	Continuous professional development	Continuous professional development
<b>Team teach</b>	<b>Epi-pen</b>	<b>Diabetic care</b>				<b>Minibus</b>		<b>EVC</b>		<b>Swim tests</b>	<b>CPOMS 1</b>	<b>Other</b>	<b>Other</b>

Other	Other
Continuous professional development	Continuous professional development
Dyslexia Friendly Mark 08-01-17	
Other	Other
Advanced Assessment Course	Dyslexia Friendly Mark 08-01-17
Dyslexia Friendly Mark 08-01-17	

Dyslexia Friendly Mark 08-01-17	
Dyslexia Friendly Mark 08-01-17	
Dyslexia Friendly Mark 08-01-17	
Continuous professional development	Continuous professional development
<b>Other</b>	<b>Other</b>