

## School Safe Scheme

The School Safe Scheme aims to protect children from public danger by informing the police and other schools in the locality of possible problems, particularly when there are reports of children being approached by strangers.

The scheme is intended to provide a quick response to possible problems and a method of rapid communication with schools in the event of an emergency, based on five pyramids covering: Acton, Ealing/Hanwell, Greenford/Northolt/Perivale and Southall areas, and the Independent School sector.

Incidents in the vicinity of your school involving a pupil on the way to or from school or during the school day should be recorded on the Incident Description Form and reported immediately to the EGfL Web Team.

Please contact Deirdre Pollard on 020 8825 8245 to tell her to expect a faxed report of the incident within a few minutes. Should you have difficulty getting through on this number, please contact June Ambo on 020 8825 9043.

**Do not fax the Incident Description Form without first having notified a member of the EGfL Web Team that you are going to do so.**

The Incident Description Form will be part of the School Safe Scheme documents in the school office. However if it is not available you can download a copy from:

[http://www.egfl.org.uk/categories/safety/safeguarding/schl\\_safe\\_scheme.html](http://www.egfl.org.uk/categories/safety/safeguarding/schl_safe_scheme.html)

where you will find full details of the scheme.

On receipt of the faxed Incident Description Form a member of the EGfL Web Team will immediately fax it on either to the schools at the top of the appropriate pyramid and to St Benedict's Junior School which has volunteered to be at the top of the Independent School pyramid, or to the schools at the top of all pyramids depending on the nature of the incident. Those schools will then fax it on to the schools beneath them on the pyramid and so on until all schools have been informed.

**Check which schools will communicate incidents to you, and which you need to pass that information on to, in the School Safe Scheme documents in the school office or on the EGfL.**

The School Safe Scheme is to be replaced with a new Ealing-wide SMS (texting) alert service, due to be introduced during the autumn term. Further information will be made available once details have been finalised.

## School governors

Advice and guidance on membership and procedural issues can be obtained from the School Workforce team on 020 8825 5444. Advice can also be obtained by emailing: [governors@ealing.gov.uk](mailto:governors@ealing.gov.uk).

Details of our training programme for governors and all staff can be accessed from Ealing's new on line CPD website: <http://www.ealingcpd.org.uk> and further support for arranging training for your governing body can be obtained from Sukhvir Kang at the Ealing Education Centre on 020 8578 7943.

There is information to support you working with governors on the EGfL <http://www.egfl.org.uk/categories/governance> , including a guide to the law for school governors: <http://www.egfl.org.uk/categories/governance/support/usefuldocs.html>