**Guidance for Designated Safeguarding Lead Networks**

1. **Introduction**

Designated Safeguarding Lead networks are groups of DSLs working together in partnership. The groups are usually aligned with traditional cluster models in local areas. These meetings give the opportunity for DSLs to share good practice, discuss issues related to safety in the local area and meet with colleagues from other agencies to form positive working relationships. DSL networks are led by DSLs with the support of the [Education Safeguarding Team](https://www.schools.norfolk.gov.uk/pupil-safety-and-behaviour/safeguarding).

Meetings should take place at a frequency agreed by the DSL Network. Minutes should be taken so a formal record of the meeting is made (Appendix 2 template) alongside an attendance record to enable review of participation.

DSL networks link into the [Norfolk Safeguarding Children Partnership](https://norfolklscp.org.uk/) through representation at [Local Safeguarding Children Groups](https://norfolklscp.org.uk/people-working-with-children/local-safeguarding-children-groups-lscgs) enabling all schools to proactively participate in the safeguarding partnership across Norfolk. This supports requirements for multi-agency working in [Keeping Children Safe in Education, 202](https://www.gov.uk/government/publications/keeping-children-safe-in-education--2)4.

1. **Aims and Objectives of DSL networks:**

* To promote safety and wellbeing of children in local area.
* To work collaboratively within the network to support DSLs to feel more confident to be able to fulfil requirements of their role by sharing good practice.
* To ensure DSLs are regularly informed and updated on best practice, along with local and national changes and key messages from the Norfolk Safeguarding Children Partnership via Local Safeguarding Children Groups.
* To form positive relationships with other agencies in the locality to seek information about services available in order to facilitate collaborative multi-agency working.
* To ensure that every school and college in Norfolk is engaged in a DSL network to improve safeguarding practice through professional and other agency partnership working.

1. **How will DSL networks benefit your school?**

* Access to key resources and opportunities to feed into future developments
* Improved understanding of local, county and national safeguarding priorities
* Up to date learning from Child Safeguarding Practice Reviews
* Summary of safeguarding news
* Awareness of upcoming multi-agency training and conferences
* Links to Local Safeguarding Children Group activity in your locality
* Evidence of good safeguarding practice and strong partnership working for Ofsted inspections

1. **DSL Network Representation**

It is advised that each Network has a Terms of Reference (Appendix 1) so there are clear expectations for DSLs and the group.

Each network should agree:

* **Cluster Chair/s** – responsible for leading the network and meetings and liaison with Education Safeguarding Team. They will ensure the participation of members with the support of the members of the network.
* **Local Children’s Safeguarding Group Representative** – this should be a regular representative who can commit to attending the majority of LSCG meetings to

support collaborative relationships within LSCGs. Large networks may identify more than one representative.

* Networks may wish to agree other responsibilities such as meeting organisation, minute taking etc to ensure equity of input from all members.

Network groups may wish to include representation from other local safeguarding partners, such as:

* Community and Partnerships Team
* Children’s Family Help Teams

Representatives from other agencies may be invited to talk about their specific role or to give input on an identified topic for specific meetings:

* [The Matthew Project](https://www.matthewproject.org/)
* Department of Work and Pensions
* Healthy Child Service
* Independent Child Protection Chair
* Local Policing Teams or Safer Schools Officer

1. **Suggested activities and agenda items**

Other areas to be discussed or activities undertaken could be:

* Feedback and activity from Local Safeguarding Children Group (LSCG)
* Anonymised case studies including good practice and identifying strengths using a reflective practice model
* Online Safety
* Training needs and learning from Child Safeguarding Practice Reviews
* Updates to statutory guidance and news items (previously MI sheets)
* Learning from each other’s’ best practice and testing of local practice
* Feedback from Ofsted inspections

1. **Liaison with Education Safeguarding Team**

The Education Safeguarding Team support DSL networks and maintain a record of all networks, chairs, LSCG representatives and members. This is to support the work of the DSL networks and the NSCP to engage with schools and colleges as key partners in the safeguarding partnership and review the impact of DSL networks on safeguarding practice across Norfolk.

DSL networks should keep the Education Safeguarding Team updated with:

* Current Network Chair
* Current LSCG representative/s
* Attendance and minutes of DSL network meeting
* Upcoming meeting dates

The Education Safeguarding Team will offer termly Network Cluster Chair meetings as a county wide networking opportunity to review practice and share good practice.

[Lucy Canning, Safeguarding Advisor](mailto:lucy.canning@norfolk.gov.uk) – East, North, Broadland, Breckland and Great Yarmouth

[Claire Farrelly, Safeguarding Advisor](mailto:claire.farrelly@norfolk.gov.uk) – City, South and West

**Appendix 1**

**Designated Safeguarding Lead Network Terms of Reference**

1. **Aims and Objectives of the Designated Safeguarding Lead Network**

* To promote safeguarding in education
* To promote safety and wellbeing of children in local area.
* To work collaboratively within the network to support DSLs to feel more confident to be able to fulfil requirements of their role by sharing good practice.
* To ensure Designated Safeguarding Leads are regularly informed and updated on best practice, along with local and national changes and key messages from the Norfolk Safeguarding Children Partnership.
* To form positive relationships with other agencies in the locality to seek information about services available in order to facilitate collaborative multi-agency working.

1. **Designated Safeguarding Lead Network Meetings**

**Chair:** DSL name, school

**Local Safeguarding Children Group representative:** DSL name, school

**Support:** e.g., minute taker, meeting organiser

**Frequency**: Half termly

**Length:** 2 hours

**Location:** e.g. Microsoft Teams

**Membership**

* DSL name, school
* DSL name, school

**Standing agenda items:**

* Previous minutes and action log
* Updates to statutory guidance and MI sheets
* Training needs
* Locality issues/worries
* Key areas for local development
* Anonymised case studies
* Feedback to and from Local Safeguarding Children Group (LSCG) via link representative
* Updates from Partnerships and Community Focus Officer/Team
* Any Other Business

**Date of agreed terms of reference:**

**Date for review of terms of reference:**

**Appendix 2:**

**Template for DSL Network meeting minutes**

**Xxxxxxx Designated Safeguarding Lead Network Meeting Minutes**

**Date:**

**Venue:**

**Present:**

Name, role, school/college

**Apologies:**

**Minutes taken by:**

|  |  |  |
| --- | --- | --- |
| Item |  | Action |
| **1.** | **Introduction and apologies** |  |
|  |  |  |
| **2.** | **Minutes and matters arising from the meeting held on xxxx** |  |
|  |  |  |
| **3.** | **Actions and feedback from Local Safeguarding Children Group (LSCG)** |  |
|  |  |  |
| **4.** | **Sharing best practice** |  |
|  |  |  |
| **5.** | **Reflective Practice Group** |  |
|  |  |  |
| **6.** | **Children’s Services / Community and Partnerships update** |  |
|  |  |  |
| **7.** | **AOB** |  |
|  |  |  |
| **8.** | **Next meeting date and time** |  |
|  |  |  |

**Action Table**

|  |  |  |
| --- | --- | --- |
| **Item number** | **Action** | **Actioned by** |
|  |  |  |
|  |  |  |