



1. Information from Police phone call and school intelligence

1. Gather information and intelligence

2. Consider referral to FF or Social Care

2. Assess risk and develop working strategy

3. How does this fit in with your school's Safeguarding Policy ?

3. Consider Powers and Policy

School's Vision, Ethos. Safeguarding CYP

4. Identify Options and Contingencies

4. Plan for child and family support

5. Take Action and Review what happened

5. Review impact of actions, continue or change?

Key Adult Training. Preparing for the Encompass Call Checklist

Operation Encompass aims to give your school a call before 09:00hrs on the first school morning after police have attended a domestic violence incident where children are present. The checklist and prompts allow the Key Adult(s) in each school to prepare for an Encompass call.

1. Information from Police phone call and school intelligence

Who is the Key Adult(s) that will receive the call?

If the Key Adult is not available before 09:00 who is the deputy?

What is the contact number? A mobile can be better because it shows a missed Encompass call.

How will you record the information? (Information sheet template provided) Where is it kept?

If the main school number is used, office staff need to be briefed to understand the importance of an encompass call.

Does the Key Adult have access to Child Protection records?

Check child protection records, check with class teacher for recent concerns. Brief Class teacher on Encompass call received and Key Adult's decision about type of support to provide.

Initial Support ideas: breakfast, uniform, meet and greet, silent support, homework, scripts, quiet space, peer support, helping children talk, what to say if they disclose.

If CP concerns call Social Care out of hours (before 09:00) KAT 443 3868

2. Consider referral to FF or Social Care

Inform parents of school's participation in Operation Encompass (letter provided) "as part of the project, school will be notified by police if they attend..." "when this happens we will ... " include the information in safeguarding policy, prospectus, school web site, Encompass website.

Staff training, PSA role in signposting and parent self-referral,

Tell pupils of the school's involvement, website, news letters etc

3. How does this fit in with your school's Safeguarding Policy ?

4. Plan for child and family support

Family First Duty 443 4071 for consultation around the level of support required, CAF CIN CP ?

File completed information sheet in CP records

Following initial support consider school based pastoral support, signposting to other agencies

5. Review impact of actions, continue or change?

School's Internal monitoring arrangements

Consultation with pupils and parent

Be prepared to come across situations and contexts which you could not have planned for.