

# TERMS OF REFERENCE

## Safeguarding Link Governor Role



Education South West  
Local Governing Body

Approved By:	Full Governing Board
Date Approved:	September 2025
Appointed Governor*:	
Cycle Review:	Annually
Date of Next Review:	September 2026

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**\*KCSIE (paragraph 80) and the Department for Education state that**

*The safeguarding link governor must be:*

- ◆ A full governor (either elected or appointed) – they **can't** be an associate member
- ◆ Separate from the designated safeguarding lead (DSL) – this is to make sure there's sufficient challenge to your school's safeguarding arrangements and performance

## **1. Summary of Role**

The Safeguarding Link Governor is responsible for monitoring adherence to the school's

- child protection
- staff code of conduct
- safeguarding response to children who go missing in education
- online safety policies, monitoring system and online filters.

The link governor should work with the Headteacher/ DSL to ensure these policies enable compliance with all safeguarding duties and legislation.

The time commitments required to deliver this role during the school year are:

- Attendance at Full Governing Board Meetings each half term
- 3 x Safeguarding Monitoring Meetings – once a half term (including the Governor Engagement Day)

## **2. Operating Strategically**

Link Governors will ensure that they operate strategically. Link governors should not involve themselves in day-to-day management of the school or carry out staff roles on an unpaid basis.

## **3. Development and Training**

Link governors will ensure they undertake all appropriate training to fully understand and deliver their role, including where possible and appropriate joining relevant staff training. Safeguarding Link Governor should hold a Level 3 Safeguarding Certificate.

## **4. Statutory Policies & Strategies**

Safeguarding Link Governors have a responsibility to review the statutory policies and strategies within their remit with the Headteacher/ DSL.

## **5. Monitoring**

- Make sure the school has appointed a DSL from the senior leadership team (SLT), who has the appropriate status and authority to carry out their duties, and:
  - Meet them regularly to make sure policies and procedures are effective
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- Make sure the DSL has the additional time, funding, training, resources and support needed to carry out the role effectively
- Ask the DSL the right monitoring questions outlined on the Trust Link Governor meeting proforma
- Make sure all staff and governors have had the appropriate level of training (as applicable)
- Make sure the school has appointed a designated teacher to promote the educational achievement of looked-after and previously looked-after children, and that this person has appropriate training
- Make sure the curriculum covers safeguarding, including online safety, which should be a running and interrelated theme in your whole school approach to safeguarding and related policies/procedures
- Make sure checks for the single central record (SCR) are happening – but note that they shouldn't do the checks themselves because a governor's role is strategic, not operational
- Update the governing board on how monitoring activities are going

### Online Safety

- Review the online safety policy. Policy/guidance on the use of mobile technology for both staff and pupils should be present (this could be part of online safety policy or acceptable user policy; models are available from the Governance Consultancy team).
- Monitor the school's effective application of the online safety policy.
- Monitor how the school ensures it follows all current online safety advice and keeps the children and staff safe.
- Monitor how the school is encouraging parents and the wider community to become engaged in online safety activities.

### Attendance

- Monitor attendance and involvement of Attendance Improvement Officer (AIO)
  - Understand and know policy and procedures for Children Missing in Education
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