Humberston Cloverfields Academy- CPOMS

What is CPOMS?

**CPOMS** is a revolutionary software application for monitoring child protection, safeguarding and a whole range of pastoral and welfare issues. Working alongside a school’s existing safeguarding processes, **CPOMS** is an intuitive system to help with the management of child protection, behavioural issues, bullying, special educational needs, domestic issues and much much more. Using **CPOMS**, schools can ensure that students are safe and fully supported, whilst school staff can focus on teaching and providing support, instead of administration.

Every member of staff across school has an obligation to report any concerns which they may have. **CPOMS** allows them to record information in a central repository and have relevant people alerted immediately. Senior leaders are able to build a chronology around a student and can produce reports for **Case Conference Meetings**, **Governors** and **Ofsted** at the touch of a button

Introduction of CPOMS into school-

As of the end of May 2016 CPOMS was live in school. As advertised it was very simple to use, with all staff having access to the system. Staff were given access according to their roles which would remain for a test period of 6 months.

Initial Impact

Staff were asked to begin immediately to log incidents and concerns about pupils. Through frequent monitoring of emails the Principal was able to react in real time during the day to have conversations with pupils. This was taken a step further by visits to those children who are still learning about how to get attention in a positive way- period of time working along- side one to one or in the group alongside the pupil. Staff were given immediate support around the issues they had raised either in person or by actions being sent from the system. Some permissions may need to change going forward but a trial situation needs to take place first. Some staff may need reminding to use the system until it is bedded into our culture.

Teaching staff have created an initial list of pupils in their classes that will be our high need group and everyone will record any incident on those children. A sheet with photos will be produced for staffroom and for Cloverfields way folder and be reviewed each training day.

Rather than backfilling documents a dual system will be worked but will eventually be all CPOMS based.

Further to meetings with SEN Coordinator we will be using CPOMS to track the learning and progress of our SEN pupils. It has also become apparent that in a school our size all teaching staff need to be able to track their class and see all incidents regarding them; therefore more MERILOCK keys will be purchased.

Final Access Levels

Principal and Deputy Principal as Designated Safeguarding Lead and Deputy Safeguarding Lead respectively have access to all Safeguarding and child protection and full access to the analysis sections of the system. Deputy Principal responsible for logging detentions and analysis over- time of this data (Merilock key)

SENCO and Learning mentor both able to access all pupils and all functionality accept Child Protection and Safeguarding issues. (Merilock key)

Teaching staff- Merilock keys ordered after a few months so staff can access own class and track incidents. Especially useful when meeting parents.

 TAs, Admin staff, Gravity Red, Senior midday supervisor are all able to report incidents.

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