



## Appendix 3 updates

1. **Records of complaints and their outcomes:** Regularly monitored and discussed at SLT level
2. **Record of major sanctions:** Regularly monitored and updated as and when required, depending on the outcome of the sanction
3. **Records of any use of reasonable force:** Regularly monitored by the safeguarding and pastoral team
4. **Systems and management of medical welfare:** Line management meetings of health Centre every two weeks
5. **Record of significant accidents:** Meditracker records all accidents / monthly summaries and reports to monitor
6. **Records of all risk assessments carried out:** Estate department / EV / Boarding offices
7. **Action taken in response to all risk assessments carried out:** Estate department /site walks with Director of Boarding
8. **Suitability of any guardianship arrangements made:** All boarders must have a guardian, details to be given before boarders start.

*Tim Allen, Director of Boarding – September 2021*