

Wales Accord on the Sharing of Personal Information

**Information Sharing Protocol  
for the Wales Police Schools Programme (WPSP)**

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## Status of this document

This document was published on 19/11/2021 and is effective as of that date. It may be replaced by WPSP as per section 12. The latest copy of this document can always be found at:

<https://schoolbeat.cymru/documents/wpsp-isp>

## Welsh Language / Cymraeg

This document is available in Welsh. / Mae'r ddogfen hon ar gael yn Gymraeg.

<https://schoolbeat.cymru/dogfennau/ryhc-prg>

**Staff should not hesitate to share personal information in order to prevent abuse or serious harm, in an emergency or in life-or-death situations. Staff should apply their organisation's procedures for concerns relating to child or adult protection.**

**This Information Sharing Protocol acts as an explanation for the basis in law of the specific practices and policies of WPSP and shall not be taken to constrain the actions of Police officers in pursuance of the administration of justice, the prevention of threats to public safety or any other functions conferred on them by statute or enactment.**

## 1 Introduction to this ISP

- 1.1 This document has been prepared to support the regular sharing of personal information for the Wales Police Schools Programme (WPSP).
- 1.2 This Information Sharing Protocol (ISP) is supplementary to the Wales Accord on the Sharing of Personal Information (WASPI) and covers the exchange of information between the police, fire service, social services, youth offending services, victim support, housing authorities and education authorities including schools.
- 1.3 Police force partners operate WPSP School Crime Beat Protocol to provide supportive policing to help schools deal effectively and consistently with young people involved in low-level criminality and anti-social behaviour.
- 1.4 This ISP has been developed to support information sharing in relation to dealing with school beat incidents, non-emergency incidents that occur on between pupils on school premises.
- 1.5 This ISP details the legal basis for sharing, the types of personal information that are needed and the purposes for which partner organisations can share personal information.
- 1.6 The aims of sharing information under this ISP are:
  - 1.6.1 to ensure consistent and effective safeguarding of young people who are at risk;
  - 1.6.2 to ensure accurate recording of actions taken to safeguard them;
  - 1.6.3 to allow partners to effectively manage demand for school beat incident handling;
  - 1.6.4 to allow partners to develop educational programmes to prevent harm;
  - 1.6.5 to document, respond to and reduce harm among young people and school communities;
  - 1.6.6 to understand the issues affecting young people who are at risk of or have encountered criminal behaviour including differences based on protected characteristics.
- 1.7 This ISP should be read in conjunction with the "Guidelines for Schools and School Community Police Officers (SCPOs) Working Together – School Behaviour Incident Management" booklet (see Appendix E).
- 1.8 Section 4 of this ISP outlines the purposes in law under which information is to be shared. Data shared for these purposes (such as safeguarding the child) does not require the consent of the data subject.

1.9 Partners may only use the information disclosed to them under this ISP for the specific purposes set out in this document or to support the effective administration, audit, monitoring, inspection of services and reporting requirements.

1.10 A glossary of terms for this ISP is contained within Appendix A.

## 2 The information sharing partner organisations

2.1 This ISP covers the exchange of information between practitioners of the following organisations:

Information Sharing Partner Organisation	Responsible Manager
Dyfed Powys Police	Regional Coordinator for School Liaison
Gwent Police	Regional Coordinator for School Liaison
North Wales Police	Regional Coordinator for School Liaison
South Wales Police	Regional Coordinator for School Liaison (South Wales Police matters) National Coordinator for School Liaison (WPSP policy matters)
Mid and West Wales Fire and Rescue Service	Manager – Fire Crime Unit (if required)
North Wales Fire and Rescue Service	Manager – Fire Crime Unit (if required)
South Wales Fire and Rescue Service	Manager – Fire Crime Unit (if required)
Local Education Authorities	Directors of Education (if required)
Local Housing Authorities	Area Housing Manager (if required)
Schools: List of Enrolled Schools – Appendix DD	Head Teacher (if required)
Social Services	Team Manager (if required)
Victim Support (Dyfed Powys)	Divisional Manager (if required)
Victim Support (Gwent)	Divisional Manager (if required)
Victim Support (North Wales)	Divisional Manager (if required)
Victim Support (South Wales)	Divisional Manager (if required)
Violence Prevention Unit (Wales)	Unit Manager (if required)
Youth Offending Teams	YOT Manager (if required)

- 2.2 The responsible managers detailed above have a general responsibility for applying this ISP within their own organisations. Managers should monitor and audit the information that is shared by their organisation under this ISP to ensure that sharing is purposeful, compliant and proportionate to need.
- 2.3 The national and regional coordinators for school liaison have a responsibility to disseminate this ISP to partners, and to promote its understanding and practice.

### 3 Benefits of sharing

- 3.1 By sharing personal information under this ISP, it is envisaged that a co-ordinated approach with the following benefits will be achieved:
  - 3.1.1 consistent and effective safeguarding of young people who are at risk;
  - 3.1.2 consistent recording of safeguarding actions taken;
  - 3.1.3 provision to meet demand for school beat incident handling;
  - 3.1.4 continuous development of educational programmes to prevent harm;
  - 3.1.5 improved reporting, response to and a reduction in harm among young people and school communities;
  - 3.1.6 improved understanding of the issues affecting young people who are at risk of or have encountered criminal behaviour;
  - 3.1.7 prevention of children and young people prematurely entering the criminal justice system.

### 4 Lawful basis for sharing

- 4.1 Disclosure of information will be conducted within the legal framework of the Data Protection Act 2018 (DPA), the Human Rights Act 1998 and in compliance with the common law duty of confidence.
- 4.2 Partners need to be able to satisfy one or more conditions from DPA Schedule 8 when sharing data under this agreement.
  - 4.2.1 Sharing is necessary for the safeguarding of children and of individuals at risk.
  - 4.2.2 Sharing is necessary to protect the vital interests of the data subject or another individual.
  - 4.2.3 Sharing is necessary for the administration of justice.
  - 4.2.4 Sharing is necessary for the purpose of preventing fraud.
  - 4.2.5 The personal data is already in the public domain (manifestly made public).
  - 4.2.6 Sharing is necessary for necessary for legal claims.
  - 4.2.7 Sharing is necessary for a court to act in its judicial capacity.
  - 4.2.8 Sharing is necessary for reasons of substantial public interest.
- 4.3 Law enforcement partners' requirements under DPA Part 3 are satisfied by meeting the conditions of 4.2.

- 4.4 Non law enforcement partners are subject to DPA Part 2 and need to be able to satisfy one or more of the following Article 6 bases for processing.
- 4.4.1 Sharing is necessary for the performance of a task in the public interest or in the exercise of official authority.
- This explicitly includes sharing information for the administration of justice.
- 4.4.2 Sharing is necessary to comply with legal obligations.
- This includes statutory and common law obligations.
  - Partner organisations with a responsibility to safeguard children may share data to identify those children and known or suspected safeguarding risks under the terms of this ISP.
- 4.4.3 Sharing is necessary to protect someone's life (vital interests).
- In a life-or-death emergency, sharing essential information is permitted under law.
- 4.5 Further the conditions identified above, public sector bodies may have a statutory requirement to share some types of personal data. In the absence of a statutory requirement, a public sector body should be able to explain the legal power it has to enable it to share.
- 4.5.1 Section 115 of the Crime and Disorder Act 1998 permits the disclosure of personal information to support local crime and disorder strategies in accordance with the objectives specifically outlined within it. There is not a compulsion to disclose and the organisation must make its own decision; however, the requirements of the common law duty of confidence and the Data Protection Act 2018 must still be met. Therefore, information given in confidence must not be disclosed unless there is a clear overriding public interest to do so.
- 4.5.2 Powers given to the partner organisations by regulations made under the Education Act 1996 namely the Education (Information About Individual Pupils) (Wales) Regulations 2007, as amended by the Education (Information About Individual Pupils) (Wales) (Amendment) Regulation 2011.
- 4.5.3 The School Performance Information (Wales) Regulations 2011 and The School Performance and Absence Targets (Wales) Regulation 2011.
- 4.5.4 Section 2 of the Local Government Act 2000 provides local authorities with powers to promote or improve the social wellbeing of their area. This provides an implied power to share information with other statutory services and the independent sector.
- 4.5.5 The Anti-Social Behaviour Act 2003 ensures that the police have the appropriate powers to deal with serious anti-social behaviour. The Act also provides powers for local authorities and those working with them to tackle anti-social behaviour in local communities. It develops the sanctions that are available for use against those who engage in anti-social behaviour and extends the range of agencies that can use them. It provides a means for schools, local authorities and youth offending teams to work with the parents of children who are behaving anti-socially and creates the mechanisms for enforcing this work. The Act therefore provides an implied power to share information with relevant agencies.
- 4.5.6 Part 3 of the Children Act 2004 makes provision for partner organisations to work cooperatively in providing services for children and young people in Wales and sets out the arrangements required to safeguard and promote welfare of children and young people.

## 5 Details of personal information being shared

- 5.1 Personal information shared for the purpose of this ISP includes a range of information and might therefore include:
- Name
  - Date of birth
  - Address
  - Post code
  - Niche number
  - School
  - School year group
  - Unique Learner Number / Unique Pupil Number / Unique Pupil Serial
  - Ethnicity
  - Pupil attendance data
  - Pupil exclusion data
  - Criminality data
  - Police National Computer Identification (PNCID) number
  - Criminal Records Office (CRO) number
  - Current information relating to recent contact, meetings, sightings, phone calls. This could include attendance or non-attendance at appointments and who is present at an address
  - Current information on attitude, demeanour, behaviour, etc.
  - Information about court orders, injunctions, bail conditions and other legal issues
  - Historic information of relevance such as previous convictions, family relationships history, other safety options considered or substance misuse issues
- 5.2 This ISP permits practitioners of the partner organisations to request information for the purposes specified in Section 4. Personal information that is necessary to those purposes can be shared by any partner.
- 5.3 Personal information provided by partner organisations will not generally be released to any third party without prior consultation with the owning partner organisation.
- 5.4 Police force partners operate a standardised WPSP reporting format known as the school beat incident notebook.
- Appendix D provides examples of incident reporting forms from this system.
  - Further details are published at <https://schoolbeat.cymru/documents/wpssp-sbin>

## 6 Identifying the service user

- 6.1 Partner organisations should make best effort to supply all known identifiers when sharing data with or making requests of partners.
- 6.1.1 Accurate information on identity is needed to ensure that all partner organisations can reach the service users with whom they need to engage
- 6.1.2 Providing accurate identifiers supports the right of the individual to accurate processing.
- 6.1.3 The absence of an identifier from a report could present a safeguarding risk if it prevents relevant facts being taken into consideration during the resulting investigation.

6.2 Personal identifiers which may be shared under this ISP include the following and any other necessary identifiers based on local policy.

- Name(s)
- Date of birth
- Address
- Post code
- Police National Computer Identification (PNCID) number
- Criminal Records Office (CRO) number
- Unique Learner Number / Unique Pupil Number / Unique Pupil Serial

## 7 Informing the service user

- 7.1 It is necessary to communicate with the service user or their lawful representatives about the need for information sharing at the earliest appropriate opportunity, preferably at first contact unless by doing so would risk harm to others or hinder any investigation or legal proceedings.
- 7.2 Therefore, in most cases practitioners will clearly inform service users or their lawful representatives about what personal information is to be shared, and for what purposes it will be used. Partner organisations should also ensure that service users are provided with any information they need to fully understand the way in which their personal data will be handled in any specific circumstance, including the names of any persons or organisations with whom their data may be shared.
- 7.3 Where appropriate, agreed methods of providing this information are:
- Forms agreed with partner organisations
  - Letters
  - Information leaflets
  - School handbooks
  - Verbally
  - SchoolBeat.cymru website
  - Other Internet websites

## 8 Information security

- 8.1 Practitioners carrying out the functions outlined in this ISP should make themselves aware of, and adhere to, their organisation's information security policies and procedures.
- 8.2 Where practitioners are unable to comply with their organisation's policies regarding the safe and secure transfer of information, they must ensure that a risk assessment is undertaken by their Information Security/Governance department at the earliest opportunity. Alternative secure methods, as identified within the organisation's policy, must be used until such time as the risk assessment has been undertaken.
- 8.3 Any breaches of security, confidentiality and other violations of this ISP must be reported in line with each partner organisations' incident reporting procedures. Consideration should be given to share, where appropriate, the outcome of any investigation with the partner organisations involved.



## 9 Records management

- 9.1 Practitioners carrying out the functions outlined in this ISP should make themselves aware of, and adhere to, their organisation's records management procedures, specifically in relation to collecting, processing and disclosing of personal information.
- 9.2 All information, whether held on paper or in electronic format, must be stored and disposed of in line with each partner organisation's retention and disposal schedule.
- 9.3 Each partner organisation will ensure that the information they hold is complete and up to date to the best of their ability.
- 9.4 Practitioners will ensure where practical, that records are maintained of when information is shared with a partner organisation, and to whom.
- 9.5 Decisions about service users should never be made by referring to inaccurate, incomplete or out of date information.
- 9.6 If information is found to be inaccurate, practitioners will ensure that their records and systems are corrected accordingly. Consideration must also be given to advising partner organisations where practical.

## 10 Data Protection Act and Freedom of Information Act requests

- 10.1 Where requests are received for information relating to this ISP or any individual service user(s) then each request will be dealt with in accordance with each partner organisation's relevant policies and procedures.

## 11 Complaints

- 11.1 Each partner organisation has a formal procedure by which service users, partner organisations and practitioners can direct their complaints regarding the application of this ISP.

## 12 Review of this ISP

- 12.1 This ISP will be reviewed after 12 months from issue then every 2 years thereafter, or sooner if appropriate.
- 12.2 The responsible manager for the review process shall be the National Lead for School Liaison.

## Appendix A – Glossary of Terms

<b>Term</b>	<b>Definition</b>
<b>Criminal Records Office</b>	The Criminal Records Office is where all criminal records are stored and screened where appropriate.
<b>DPA / Data Protection Act</b>	The Data Protection Act 2018 regulates the processing of personal information in the UK. DPA Part 2 implements the provisions known as UK GDPR. DPA Part 3 concerns law enforcement processing.
<b>Law enforcement partner</b>	Any partner who is acting under a DPA Schedule 7 Competent Authority for DPA Part 3 Law Enforcement Purposes. Police forces often act in this capacity under the authority of their Chief Constable. Youth offending teams are also competent authorities.
<b>Personal identifiers</b>	A set of basic personal details that allow partner organisations to identify exactly who is being referred to, for example: name, address, date of birth, post code.
<b>Personal information</b>	Information which relates to an individual, which enables them to be uniquely identified from that information on its own or from that or other information available to that organisation. It includes personal data within the meaning of DPA Part 1 and information relating to the deceased.
<b>Police force partner</b>	The four WPSP member forces: Dyfed Powys Police, Gwent Police, North Wales Police and South Wales Police.
<b>Police National Computer</b>	The main database that records criminal convictions and missing people.
<b>Practitioner</b>	An inclusive term to describe any staff working for the partner organisations involved in the care of or provision of services for the service user. For example: police officer, teacher, health professional, social worker, volunteer, etc.
<b>Safeguarding partner</b>	A non law enforcement partner with a duty to safeguard children and/or individuals at risk.
<b>School beat incident</b>	A non-emergency incident of suspected criminal behaviour on school premises that involves only children.
<b>School police officer</b>	A police officer working to implement the WPSP in their local police force. These posts are also referred to as School Community Police Officers (SCPOs) or School Liaison Officers (SLOs).

Term	Definition
<p><b>Sensitive personal information</b></p>	<p>Personal information that relates to the racial or ethnic origin of an individual, political opinions, religious beliefs or other beliefs of a similar nature, whether they are a member of a trade union, physical or mental health or condition, sexual life, commission or alleged commission of any offence, or any proceedings for an offence committed or alleged to have been committed, the disposal of such proceedings or the sentence of any court in such proceedings.</p> <p>Sensitive personal information must be processed for a purpose specified in DPA Schedule 8 such as the safeguarding of children.</p>
<p><b>Service user</b></p>	<p>An inclusive term to describe those people who have contact with service providing organisations within Wales and have information recorded about them. Partner organisations may refer to these people as data subjects, pupils, learners, patients, clients, lawful representatives, etc.</p>
<p><b>WPSP / Wales Police Schools Programme</b></p>	<p>A national crime prevention programme operated by Welsh Government, Dyfed Powys Police, Gwent Police, North Wales Police and South Wales Police. WPSP is a direct continuation of the AWSLCP (All Wales School Liaison Core Programme) and is publicly advertised on the website <b>SchoolBeat.cymru</b>.</p>

## Appendix B – Example Data Flow

Staff at Ysgol Penyfforest have reason to believe that a school beat incident\* has occurred.

A staff member contacts the school police officer and informs them of the nature of the incident.

In order to safeguard the children affected by or involved in the incident, the staff member identifies the pupils with their name, address of residence, date of birth and unique pupil number.

The officer records this information so the Police can investigate the incident.

The incident will be investigated according to the School Crime Beat Protocol. Under the protocol, school police officers will seek a restorative solution where possible, reducing the risk to young people of criminalisation for minor offences.

If the investigation yields information that is relevant to safeguarding purposes or the administration of justice, the officer will use the data required for that purpose. For instance, if a crime needs to be recorded then this will occur through internal police systems.

The school police officer records the nature of the incident and its outcome on the school incident notebook system. The personal information recorded about the individual pupils is: gender, school attended, school year, unique pupil number. The incident record can be used by the police to document the actions taken to investigate the incident and safeguard the child.

**In the above data flow, Ysgol Penyfforest shared data with their local Police force.**

**The Schedule 8 purpose for processing the personal data was the safeguarding of children.** Schedule 8 purposes for this ISP are listed in 4.2.

**Ysgol Penyfforest shared data on the Article 6 basis that sharing was necessary as part of their legal duty to safeguard the child.**

Article 6 bases for this ISP are listed in 4.4.

**The Police force is processing the data in accordance with Section 31 for the prevention, investigation, detection or prosecution of criminal offences, the execution of criminal penalties and safeguarding against threats to public security.**

*\*A school beat incident is a non-emergency incident of suspected criminal behaviour on school premises that involves only children. Any emergency incident should always be phoned to 999.*

## Appendix C – Sharing Checklist for Safeguarding Partners

Given the situation you are facing and the information you possess, do the following apply?

- Sharing this information is necessary for the safeguarding of children or individuals at risk.
- Sharing this information is necessary for the administration of justice.
- Sharing this information is necessary for the purpose of preventing fraud.
- Sharing this information is necessary to protect someone’s life.
- Sharing this information is necessary for the operation of government or for the exercise of an official authority, to comply with another legal obligation or for a specific task in the public interest.
  - This includes statutory and common law obligations.
- The subject of the personal information has made it “manifestly public”.
  - This means that the information was made public by the person to whom it refers.
  - The information must be accessible to the general public.

If you answered yes to any of the above, you may share the data that is needed to identify the individual and deal with the issue at hand under WPSP ISP.

Information that may be provided:

- Nature of issue or concern
- Name
- Date of birth
- Address
- Post code
- School
- School year group
- Unique pupil number
- Pupil attendance and/or exclusion
- Ethnicity
- Other information of relevance
  - Current information on attitude, demeanour, behaviour, etc.
  - Previous convictions, substance misuse issues, family relationships history, other safety options considered
  - Current information relating to recent contact, meetings, sightings, phone calls
  - Attendance or non-attendance at appointments and who is present at an address
  - Information about court orders, injunctions, bail conditions and other legal issues


Organisation	Staff member	Date

## Appendix CH – Sharing Checklist for Law Enforcement Partners

Given the situation you are facing and the information you possess, do the following apply?

- Sharing this information is necessary for the safeguarding of children or individuals at risk.
- Sharing this information is necessary for the administration of justice.
- Sharing this information is necessary for the purpose of preventing fraud.
- Sharing this information is necessary to protect someone's life.
- Sharing this information is necessary to safeguard against or prevent threats to public security.
- Sharing this information is necessary for the operation of government or for the exercise of an official authority, to comply with another legal obligation or for a specific task in the public interest.
  - This includes statutory and common law obligations.
- The subject of the personal information has made it “manifestly public”.
  - This means that the information was made public by the person to whom it refers.
  - The information must be accessible to the general public.

If you answered yes to any of the above, you may share the data that is needed to identify the individual and to describe the issue at hand under WPSP ISP.

## Appendix D – School Beat Incident Forms

### School Beat Incident Notebook (Pilot Form 2)

School Police Officers can complete an entry in this table to record a school beat incident. The data on this form is used to collate statistics and observe trends in order to aid in the prevention of crime, to manage workload and assess the effectiveness of our service delivery.

Officer	Date	School	Sector*	Pupils	Time Spent	Reported Type*	Flags*
OFFICER	YYYY-MM-DD	SCHOOL	AGE GROUP	NUMBER pupils	TIME spent	REPORTED TYPE	FLAGS

**\*Select one:**  
 Primary  
 Secondary

**\*Select one:**  
 A-C. Assault (Common)  
 A-V. Assault (Violence)  
 B. Bullying (ASB / General / Other)  
 B-C. Bullying (Cyberbullying)  
 B-D. Bullying (Disabilities)  
 B-H. Bullying (Homophobic)  
 B-R. Bullying (Race, Religion or Culture)  
 B-S. Bullying (Sexual, Sexist or Transphobic)  
 B-SEN. Bullying (Special Educational Needs)  
 DA. Domestic Abuse / Child Protection / Welfare Concern  
 DB. Disruptive Behaviour  
 DP. Damage to Property  
 DP-A. Damage to Property – Arson  
 G. Graffiti  
 H. Harassment  
 O-G. Other – General  
 SI-E. Sexual Issue - CSE Concern  
 SI-I. Sexual Issue - Incident  
 SI-M. Sexual Issue - Messages or Images  
 SM. Substance Misuse  
 T. Truancy  
 TH. Theft  
 W. Possession of a Weapon

**\*Select all that apply:**  
 Hate Crime  
 Alcohol  
 Misuse of Drugs  
 Psychoactive Substances  
 Solvents

School Beat Incident Notebook (Pilot Form 1)

This form allows a School Police Officer to record a log of meetings, actions and outcomes relating to a school beat incident in a secondary school. The data on this form is used to collate statistics and observe trends in order to aid in the prevention of crime, to manage actions taken in the course of detecting and investigating crime, to manage workload and to assess the effectiveness of our service delivery.

The process has been carefully designed to record the minimum personal information on service users while allowing us to understand their demographics. Names are never recorded on this form; in general only the officer writing the form would be able to identify the pupils they had met.

<b>Officer</b>	<b>Referral Date</b> YYYY-MM-DD	<b>Incident Number</b> <i>An incident number will be assigned when you save</i>
<b>Individual Meetings</b> NUMBER	<b>Incident Context</b> <i>Please do not include the names of pupils involved.</i> TEXT BOX	
<b>Person A</b>		
<b>About the Individual</b>		
UPS NUMBER <i>(if known)</i>	SBC CODE <i>New code will be assigned when you save</i>	
<b>Demographic Information</b>		<b>School</b>
Female	Year 7	
Male	Year 8	
	Year 9	
	Year 10	
	Year 11	
	Sixth Form	
	Adult	
		<b>Prior SB Incidents</b>
		No Prior History
		Prior History



Meeting Held	Involvement	Incident Type
No	Victim	A-C Assault (Common)
Yes	Aggressor	A-V Assault (Violence)
YYYY-MM-DD		B-C Bullying (Cyberbullying)
	Referred By	B-D Bullying (Disabilities)
Time Spent	School	B-H Bullying (Homophobic)
HH:MM	Parent	B-R Bullying (Race, Religion or Culture)
	Self	B-S Bullying (Sexual, Sexist or Transphobic)
	Police	B-SEN Bullying (Special Educational Needs)
	Outside Agency	B Bullying (ASB / General / Other)
	Other	DP Damage to Property
	Parents Informed	DP-A Damage to Property – Arson
	No	DA Domestic Abuse / Child Protection / Welfare Concern
	Yes	DB Disruptive Behaviour
		G Graffiti
		H Harassment
		O-G Other – General
		SI-I Sexual Issue - Incident
		SI-M Sexual Issue - Messages or Images
		SI-E Sexual Issue - CSE Concern
		SM Substance Misuse
		TH Theft
		T Truancy
		W Possession of a Weapon

Action Taken	Hate Crime	Individual Context
-----	No	<i>Please do not include the names of pupils involved.</i>
Warned pupil as to their conduct	Yes	TEXT BOX
Meeting	<b>Alcohol Related</b>	
Talked with pupil	No	
RJ	Yes	
Gave advice	<b>Solvent Related</b>	
Other Action	No	
Criminal Investigation	Yes	
	<b>Drugs Related</b>	
	No	
	Yes	
	<b>NPS Related</b>	
	No	
	Yes	

Forms	Outcome	Parents Updated
PPN	-----	-----
PIN	No Further Issue	No
ASB Referral	School Sanction (e.g. exclusion, detention)	Yes
Intel. Log	Referred to Multi-Agency Panel	
STORM Form	Alternative Intervention	<b>Closure</b>
<b>NICHE Occurrence</b> <i>(if applicable)</i>	Closed under School Beat Protocol	Has the pupil been involved in another incident?
	Crimed & Closed with Outcome 21	-----
<b>ORIS Log</b> <i>(if applicable)</i>	Crimed (Not SBP or O21)	No
		Yes

## Appendix DD – List of Enrolled Schools

The following schools are enrolled with WPSP as of 09/08/2021.

### Dyfed Powys Force Area

#### Carmarthenshire

##### Mainstream Primary

Abergwili VC Primary School  
Bancffosfelen  
Banc y Felin CP School  
Beca  
Betws CP School  
Bigyn CP School  
Bro Banw  
Bryn CP School  
Brynteg (Llanelli)  
Burry Port Primary  
Bynea  
Carwe CP School  
Cynwyl Elfed School  
Dafen Primary School  
Dewi Sant  
Five Roads  
Furnace CP School  
Glanyfferi  
Griffith Jones  
Gwenllian  
Gwynfryn CP School  
Half Way CP School  
Hendy CP School  
Hendygywn  
Johnstown CP School  
Laugharne VCP School  
Llandeilo CP School  
Llandovery College Primary (Ind)  
Llandybie CP School  
Llanedi  
Llangadog CP School  
Llangain CP School  
Llangennech Primary School  
Llangynnor CP School  
Llanmiloe CP School  
Llanpumsaint School  
Llansteffan  
Maes Yr Morfa Community Primary School  
Model C in W School

Mynydd y Garreg  
Myrddin CP School  
Nantgaredig  
Old Road CP Primary School  
Parcyrhun  
Parc Y Tywyn School  
Pembrey CP School  
Peniel Primary School  
Pentip VA C in W Primary School  
Penygaer Primary School  
Pontyates  
Pontyberem CP School  
Pwll CP School  
Rhys Pritchard  
Richmond Park Primary School  
Saron  
Stebonheath CP School  
St Mary's RC Primary School (Carmarthen)  
St Mary's RC Primary School (Llanelli)  
St Michael's Primary (Ind)  
Swiss Valley CP School  
Talley CP School  
Trimsaran CP School  
Ty Croes  
Y Castell (Kidwelly)  
Y Dderwen  
YGG Blaenau  
YGG Bro Brynach  
YGG Brynaman  
YGG Brynsaron  
YGG Brynsierfel  
YGG Cae'r Felin Community School  
YGG Carreg Hirfaen  
YGG Cefneithin CP  
YGG Cross Hands  
YGG Cwrthenri  
YGG Ddwylan  
YGG Drefach  
YGG Ffairfach  
YGG Gorslas  
YGG Hafodwenog  
YGG Llanddarog  
YGG Llanllwni  
YGG Llannon  
YGG Llanybydder  
YGG Llechyfedach  
YGG Meidrim  
YGG Penboyr  
YGG Penygroes  
YGG Ponthenri

YGG Rhydaman  
YGG Teilo Sant  
YGG Y Bedol  
YGG Y Felin  
YGG Y Tymbl  
Ysgol Pen Rhos  
Ysgol Y Fro

### Mainstream Secondary

Amman Valley School  
Coedcae School  
Dyffryn Taf  
Glan y Mor (Burry Port)  
Llandovery College Secondary (Ind)  
Queen Elizabeth High School  
St John Lloyd Catholic Comprehensive  
School  
St Michael's Secondary (Ind)  
YG Bro Myrddin  
YG Emllyn  
YG Y Strade  
Ysgol Bro Dinefwr  
Ysgol Bryngwyn School  
Ysgol Maes Y Gwendraeth

### Special Education

Ysgol Heol Goffa

### Alternative Provision

Carmarthenshire Secondary Teaching and  
Learning Centre  
Rhyd Y Gors (Behaviour Support Unit)  
Rhyd Y Gors (Residential)

## Ceredigion

### Mainstream All Ages

Ysgol Bro Pedr  
Ysgol Bro Teifi  
Ysgol Henry Richard

### Mainstream Primary

Aberaeron Primary  
Aberporth  
Aberteifi  
Bro Sion Cwilt  
Cenarth  
Ciliau Parc CP School  
Comins Coch CP School  
Craig Yr Wylfa  
Dihewyd  
Felinfach  
Llanarth  
Llanfarian  
Llanfihangel-y-Creuddyn  
Llangwryfon  
Llanilar  
Llannon  
Llechryd  
Llwyn-Yr-Eos  
Myfenydd  
Mynach CP School  
New Quay Primary School  
Penllwyn  
Penparc CP School  
Penrhyn-Coch  
Plascrug CP School  
Pontrhydfendigaid  
Rhos Helyg & Rhos y Wlad  
Rhydypennau  
St Padarn  
Syr John Rhys  
Tal-y-Bont (Ceredigion)  
Talgarn  
YGG Plascrug  
Ysgol Dyffryn Cledlyn  
Ysgol T Llew Jones  
Ysgol Y Dderi

### Mainstream Secondary

Aberaeron Comprehensive  
Cardigan Comprehensive  
Penglais Comprehensive School  
Penweddig

## Alternative Provision

Aberaeron PRU  
Canolfan Bro Steffan KS3 PRU  
Canolfan Yr Eos

## Pembrokeshire

### Mainstream All Ages

Ysgol Caer Elen  
Ysgol Penrhyn Dewi

### Mainstream Primary

Broad Haven CP School  
Brynconin CP School  
Castle Prep (Ind)  
Cilgerran VCP School  
Cleddau Reach VCP School  
Coastlands CP School  
Cosheston VCP School  
Croesgoch CP School  
Eglwysrwr  
Fenton CP School  
Gelliswick CiW VC Primary  
Holy Name Catholic Primary School  
Hook CP School  
Johnston CP School  
Lamphey CP School  
Llanychllwydog  
Maenclochog CP School  
Manorbier VCP School  
Mary Immaculate Catholic Primary School  
Milford Haven Community Primary School  
Monkton School  
Narberth CP School  
Neyland Community School  
Pembroke Dock CP School  
Pennar Community School  
Penrhyn CiW VC School  
Prendergast Community School  
Puncheston CP School  
Redhill (Ind)  
Roch CP School  
Sageston CP School  
Saundersfoot CP School  
Spittal VCP School

St Aidan's VAP School  
St Dogmaels  
Stepaside CP School  
St Florence VC School  
St Francis Catholic Primary School  
St Mark's VAP School  
St Oswald's C in W VA School  
St Teilo's Catholic Primary School  
Tavernspite CP School  
Templeton CP School  
Tenby VC Primary  
Waldo Williams Primary School  
Wolfcastle CP School  
YGG Ger y Llan  
YGG y Frenni  
Ysgol Bro Ingli  
Ysgol Clydau  
Ysgol Gelli Aur/Golden Grove  
Ysgol Glannau Gwaun  
Ysgol Gymunedol Wdig  
Ysgol Hafan y Môr

### Mainstream Secondary

Castle School (Ind)  
Greenhill School (Tenby)  
Haverfordwest High  
Milford Haven School  
Redhill High School  
YG Y Preseli  
Ysgol Bro Gwaun  
Ysgol Harri Tudur

### Special Education

Birribi (Hayscastle)  
Penally Centre  
Portfield Special School

### Alternative Provision

Landsker Penrhiw (Ind)  
Landsker Rosemary Farm (Ind)  
Landsker Sychpant (Ind)  
Neyland PLC  
Pembrokeshire PRS  
St David's Education Unit

## Powys

### Mainstream Primary

Abermule CP School  
Arddleen CP School  
Berriew CP School  
Brynhafren CP School  
Builth Wells CP School  
Buttington / Trewern CP School  
Caersws CP School  
Carno  
Carreghofa CP School  
Castle Caereinion C in W  
Cefnlllys  
Churchstoke CP School  
Clyro C in W School  
Cradoc CP School  
Crickhowell CP School  
Crossgates CP School  
Forden C in W School  
Franksbridge CP School  
Gladestry C in W School  
Glantwymyn  
Guilsfield CP School  
Hafren CP Junior School  
Hay  
Irfon Valley CP School  
Knighton C in W School  
Ladywell Green Nurs. & Inf. School  
Leighton CP School  
Llanbedr C in W (Aided) School  
Llanbister CP School  
Llanbrynmair Primary  
Llandinam CP School  
Llandysilio C in W School  
Llanelwedd C in W School  
Llanfaes  
Llanfair Caereinion  
Llanfechain  
Llanfihangel Rhydithon  
Llanfyllin  
Llangattock  
Llangedwyn  
Llangorse  
Llangynidr  
Llanidloes  
Llanrhaeadr  
Llansantffraid  
Llyswen  
Machynlleth Primary

Maesyrrhandir  
Montgomery  
Mount St Infants  
Mount St Junior  
Newbridge-on-Wye  
Penygloddfa  
Presteigne  
Priory  
Radnor Valley  
Rhayader  
Sennybridge  
St Mary's (Newtown)  
St Michael's (Kerry)  
St Nicholas House, Christ College (Ind)  
Trannon  
Trefonnen  
Treowen  
Welshpool C in W Primary School  
YGG Banw  
YGG Dafydd Llwyd  
YGG Pennant  
YGG Pontrobert  
Ysgol Bro Cynllaith  
Ysgol Bro Tawe  
Ysgol Dolafon  
Ysgol Dyffryn y Glowyr  
Ysgol Golwg y Cwm  
Ysgol Gymraeg y Trallwng  
Ysgol Meifod  
Ysgol Rhiw Bechan  
Ysgol y Bannau  
Ysgol Y Cribarth  
Ysgol Y Mynydd Du

### Mainstream Secondary

Brecon High School  
Builth Wells High School  
Christ College (Ind)  
Crickhowell High School  
Gwernyfed High School  
John Beddoes Campus of Newtown High  
Llandrindod High School  
Llanfair Caereinion High School  
Llanfyllin High School  
Llanidloes High School  
Machynlleth High School  
Maesydderwen  
Newtown High School  
Welshpool High School

## Special Education

Golfa Hall (Amberleigh)

Ty Bronllys

Ysgol AA Cedewain

## Alternative Provision

Ysgol Neuadd Brynlllywarch Hall School

Ysgol Penmaes

## Gwent Force Area

### Blaenau Gwent

#### Mainstream All Ages

Ebbw Fawr Learning Community

#### Mainstream Primary

Abertillery Primary School

All Saints RC Primary (Ebbw Vale)

Beaufort Hill Primary School

Blaenycwm Primary School

Brynbach Primary School

Coed y Garn Primary School

Cwm Primary School

Deighton Primary

Georgetown CP School

Glanhowy Primary School

Glyncoed Primary School (Ebbw Vale)

Rhos-y-Fedwyn Primary

Roseheyworth Millennium Primary

Six Bells Campus (Abertillery)

Sofrydd Primary School

St Illtyd's Primary (Abertillery)

St Joseph's RC Primary (Tredegar)

St Mary's Brynmawr RC Primary School

St Mary's C in W VA School

Willowtown Primary School

YGG Bro Helyg

Ystruth Primary

#### Mainstream Secondary

Abertillery Comprehensive School

Brynmawr Foundation School

Tredegar Comprehensive School

#### Alternative Provision

Canolfan yr Afon

## Caerphilly

### Mainstream All Ages

Idris Davies School

### Mainstream Primary

Aberbargoed Primary School

Abercarn Primary School

Bedwas Infant School

Bedwas Junior School

Blackwood Primary School

Bryn Awel Primary School

Bryn Primary (Caerphilly)

Cefn Fforest Primary School

Coed Y Brain Primary School

Crumlin High Level Primary School

Cwmaber Infant School

Cwmaber Junior School

Cwmcarn Primary School

Cwmfelinfach Primary School

Cwm Glas Infant School

Cwm Ifor Primary School

Cwrt Rawlin Primary School

Deri Primary School

Derwendeg Primary School

Fleur-De-Lys Primary School

Fochriw Primary School

Gilfach Fargoed Primary School

Glyn Gaer CP School

Graig-y-Rhacca Primary & Nursery

Greenhill Primary School

Hendredenny Park Primary School

Hendre Infants School

Hendre Junior School

Hengoed Primary School

Libanus Primary School

Llancaeath Junior School

Llanfabon Infants School

Machen Primary School

Maesycwmmmer Primary School

Markham Primary School

Nant Y Parc Primary School

Pantside Primary School

Park Primary School

Pengam Primary School

Penllwyn Primary School

Pentwynmawr Primary School

Phillipstown Primary School

Plas Y Felin Primary School

Pontllanfraith Primary School

Rhiw Syr Dafydd Primary

Rhydri Primary School  
Risca Primary School  
St Gwladys Bargoed School  
St Helen's Catholic Primary (Caerphilly)  
St James Primary School  
The Twyn School  
Tir Y Berth Primary School  
Trinant Primary School  
Ty Isaf Infants School  
Tyn-y-Wern Primary  
Tynewydd Primary School  
Ty Sign Primary School  
Upper Rhymney Primary School  
Waunfawr Primary School  
White Rose Primary School  
YGG Bro Allta  
YGG Bro Sannan  
YGG Caerffili  
YGG Cwm Derwen  
YGG Cwm Gwyddon  
YGG Gilfach Fargoed  
YGG Ifor Bach  
YGG Penalltau  
YGG Trelyn  
YGG Y Castell  
YGG Y Lawnt  
Ynysddu Primary School  
Ystrad Mynach Primary

### Mainstream Secondary

Bedwas High School  
Blackwood Comprehensive School  
Heolddu Comprehensive School  
Islwyn High  
Lewis Girls' Comprehensive School  
Lewis School Pengam  
Newbridge School  
Risca Community Comprehensive School  
St Cenydd School  
St Martin's Comprehensive School  
YG Cwm Rhymni  
YG Y Gwyndy

### Special Education

Trinity Fields School & Resource Centre

### Alternative Provision

Glanynant Learning Centre PRU

## Monmouthshire

### Mainstream All Ages

Monmouth School for Boys (Ind)

### Mainstream Primary

Archbishop Rowan Williams C in W Primary School  
Cantref Primary School  
Castle Park Primary School  
Cross Ash CP School  
Deri View Primary School  
Dewstow Primary  
Durand Primary School  
Gilwern CP School  
Goytre Fawr Primary School  
Kymin View Primary  
Llandogo CP School  
Llanfihangel Crucorney School  
Llanfoist Fawr Primary School  
Llantilio Pertholey C in W Primary School  
Magor VA Primary School  
Osbaston C in W Primary School  
Our Lady & St Michael's School  
Overmonnow CP School  
Pembroke Primary School  
Raglan VC Primary School  
Rogiet CP School  
Shirenewton Primary School  
St Mary's RC Primary School (Chepstow)  
The Dell Primary School  
Thornwell Primary School  
Trellech CP School  
Undy CP School  
Usk C in W Primary School  
YGG Y Fenni  
YGG Y Ffin

### Mainstream Secondary

Caldicot School  
Chepstow Comprehensive School  
Haberdashers' Monmouth School For Girls (Ind)  
King Henry VIII Comprehensive School  
Monmouth Comprehensive School

### Alternative Provision

PRS Hanbury House Chepstow



## Newport

Mainstream All Ages

Rougemont School (Ind)

Mainstream Primary

Alway Primary

Caerleon Lodge Hill Primary School

Charles Williams C in W Primary School

Clytha Primary School

Crindau Primary School

Eveswell Primary School

Gaer Primary

Glan Llyn Primary School

Glan Usk Primary School

Glasllwch CP School

High Cross Primary

Jubilee Park Primary School

Langstone Primary School

Llanmartin Primary School

Lliswerry Primary School

Maesglas CP School

Maindee CP School

Malpas C in W Primary

Malpas Court Primary School

Malpas Park Primary School

Marshfield Primary School

Millbrook Primary School

Milton Primary School

Monnow Primary School

Mount Pleasant Primary

Pentrepoeth CP School

Pillgwenlly CP School

Ringland Primary

Rogerstone Primary School

Somerton Primary School

St Andrew's Infant & Junior School  
(Newport)

St David's RC Primary School

St Gabriel's RC Primary School

St Joseph's RC Primary (Newport)

St Julian's Primary School

St Mary's RC Primary School (Newport)

St Michael's RC Primary School

St Patrick's RC Primary School

St Woolos Primary School

Tredegan Park Primary

YGG Bro Teyrnnon

YGG Casnewydd

YGG Ifor Hael

## Mainstream Secondary

Bassaleg School

Caerleon Comprehensive School

Llanwern High School

Lliswerry High School

Newport High School

St Joseph's RC High (Newport)

St Julian's Comprehensive School

The John Frost School

YG Gwent Is Coed

## Special Education

Maes Ebbw School

## Alternative Provision

Bridge Achievement Centre

## Torfaen

### Mainstream Primary

Blaenavon Heritage VC Primary School  
Blenheim Road Primary School  
Coed Eva Primary School  
Croesyceiliog Primary School  
Cwmffrwdroer Primary  
Garnteg Primary  
George Street Primary School  
Greenmeadow Primary School  
Griffithstown Primary School  
Henllys C in W Primary School  
Llantarnam Community Primary School  
Llanyrafon Primary School  
Maendy Primary School  
Nant Celyn PS  
New Inn Primary School  
Our Lady of the Angels RC School  
Padre Pio RC Primary  
Penygarn Primary School  
Ponthir C in W School  
Pontnewydd Primary School  
St David's RC Primary  
Woodlands Primary School  
YGG Bryn Onnen  
YGG Cwmbrân  
YGG Panteg

### Mainstream Secondary

Abersychan Comprehensive School  
Croesyceiliog School  
Cwmbran High School  
St Alban's RC High School  
West Monmouth School  
YG Gwynllyw

### Special Education

Crownbridge Special School

## North Wales Force Area

### Conwy

#### Mainstream Primary

Babanod Y Foryd  
Betws-y-Coed  
Betws yn Rhos  
Blessed William Davies  
Bodafon  
Bod Alaw  
Bro Aled  
Bro Cernyw  
Bro Gwydir  
Capel Garmon  
Cerrigydrudion  
Craig Y Don  
Cynfran  
Cystennin  
Deganwy  
Dolwyddelan  
Eglwysbach  
Ffordd Dyffryn  
Glan Conwy  
Glan Gele  
Glan Morfa  
Glanwydden  
Hen Golwyn  
Llanddoged  
Llanddulas  
Llandrillo yn Rhos  
Llanefydd  
Llangelynnin  
Maes Owen  
Morfa Rhianedd  
Pant-Y-Rhedyn  
Pencae  
Penmachno  
Pentrefoelas  
Porth y Felin  
Rydal Penrhos Prep (Ind)  
San Sior  
St Elfod  
St George  
St Joseph's Primary (Colwyn Bay)  
Talhaiarn  
T Gwynn Jones  
Tudno  
Y Plas  
Ysbyty Ifan  
Ysgol Awel y Mynydd

Ysgol Babanod Llanfairfechan  
Ysgol Babanod Mochdre  
Ysgol Capelulo  
Ysgol Dyffryn yr Enfys  
Ysgol Nant Y Groes  
Ysgol Pen y Bryn (Colwyn Bay)  
Ysgol Swn Y Don

## Mainstream Secondary

Aberconwy  
Bryn Elan  
Dyffryn Conwy  
Eirias High School  
Emrys Ap Iwan  
John Bright  
Rydal Penrhos High (Ind)  
St David's College (Ind)  
Y Creuddyn

## Special Education

Ysgol Y Gogarth

## Alternative Provision

Canolfan Addysg Y Ddraig Goch  
Nant y Bryniau Education Centre  
Penmaenrhos Education Centre  
Penrhos Avenue Education Centre

## Denbighshire

### Mainstream All Ages

Myddelton College (Ind)

### Mainstream Primary

Betws Gwerfil Goch  
Bodfari  
Bodnant Community School  
Borthyn  
Bro Cinmeirch  
Bro Elwern  
Bryn Clwyd  
Bryn Collen  
Bryn Hedydd  
Caer Drewyn  
Carreg Emlyn  
Carrog  
Cefn Meiriadog

Christchurch (Rhyl)  
Christ the Word (Primary)  
Dewi Sant, Rhyl  
Emmanuel  
Esgob Morgan  
Fairholme Preparatory School (Ind)  
Frongoch  
Gellifor  
Henllan  
Hyraddyg  
Llanbedr DC  
Llanfair DC  
Llywelyn  
Pant Pastynog  
Pen Barras  
Penmorfa  
Pentre Celyn  
Rhos Street CP School  
St Asaph Infants  
St Brigid's School (Primary)  
Trefnant  
Tremeirchion  
Twm o'r Nant  
Y Castell (Rhuddlan)  
Y Faenol  
Ysgol Bro Dyfrdwy  
Ysgol Bro Famau  
Ysgol Clawdd Offa  
Ysgol Dyffryn Ial  
Ysgol Melydd  
Ysgol Pendref  
Ysgol Y Gwernant  
Ysgol Y Llys  
Ysgol Y Parc Infants

## Mainstream Secondary

Christ the Word (Secondary)  
Denbigh High School  
Dinas Bran  
Glan Clwyd  
Prestatyn High  
Rhyl High School  
Ruthin School (Ind)  
St Brigid's School  
Ysgol Brynhyfryd (Ruthin)

## Special Education

Tir Morfa  
Ysgol Plas Brondyffryn

## Alternative Provision

Branas School  
Plas Cefndy

## Flintshire

### Mainstream Primary

Abermorddu CP School  
Broughton Primary School  
Bryn Coch  
Bryn Deva CP School  
Brynford CP School  
Cae'r Nant  
Cornist Park CP School  
Drury CP School  
Ewloe Green CP School  
Golftyn CP School  
Gronant Primary  
Gwernymynydd CP School  
Hawarden Village Primary School  
Kinnerton  
Lixwm CP School  
Mountain Lane CP School  
Nannerch VC Primary School  
Nercwys VC Primary School  
Northop Hall CP School  
Parc Y Llan  
Penarlag CP School  
Pentrobin St John the Baptist  
Penyffordd Junior School  
Queensferry CP School  
Saltney Ferry CP School  
Sandycroft CP School  
Sealand CP School  
Southdown CP  
St Anthony's RC Primary School  
St David's RC School  
St Ethelwold's Primary School  
St Mary's RC Primary School (Flintshire)  
St Winefride's RC School  
Sychdyn CP School  
Trelawnyd VA School  
Trelogan  
Ven. Edward Morgan RC Primary School  
Wepre CP School  
Westwood Community Primary School  
Wood Memorial CP School

Ysgol Bro Carmel  
Ysgol Bryn Garth  
Ysgol Bryn Gwalia CP  
Ysgol Bryn Pennant CP  
Ysgol Croes Atti (Fflint)  
Ysgol Croes Atti (Shotton)  
Ysgol Derwenfa  
Ysgol Estyn CP  
Ysgol Glan Aber  
Ysgol Glanrafon  
Ysgol Gwenffrwd  
Ysgol Gwynedd  
Ysgol Maesglas  
Ysgol Maes Y Felin  
Ysgol Merllyn  
Ysgol Mornant Picton  
Ysgol Mynydd Isa  
Ysgol Owen Jones  
Ysgol Rhoshelyg  
Ysgol Terrig  
Ysgol Ty Ffynnon/Wellhouse  
Ysgol Y Foel  
Ysgol Y Llan VA Primary School  
Ysgol Yr Esgob  
Ysgol Y Waun (Mold)

### Mainstream Secondary

Argoed School  
Castell Alun High School  
Connah's Quay High School  
Elfed High School  
Flint High School  
Hawarden High School  
Holywell High School  
St David's High School  
St Richard Gwyn Catholic High School  
Ysgol Maes Garmon  
Ysgol Uwchradd Alun

### Special Education

Options Kinsale (Ind)  
The Haven School  
Ysgol Maes Hyfryd Special Education High School  
Ysgol Pen Coch Special Education School

### Alternative Provision

Ash Grove PRU  
Bryn Tirion Hall (Caergwrle)  
Bryn Tirion PRU (Shotton)  
Troï Rownd  
Ysgol y Rhos PRU

## Gwynedd

### Mainstream All Ages

Bangor Independent School (Ind)

St Gerard's School Trust (Ind)

Ysgol Bro Idris

### Mainstream Primary

Abercaseg

Abererch

Baladeulyn

Beddgelert

Bethel

Bodfeurig

Bontnewydd

Borth y Gest

Bro Cynfal

Bro Hedd Wyn

Bro Lleu

Bro Plenydd

Bro Tryweryn

Brynaerau

Cae Top

Cefn Coch

Chwilog

Crud y Werin

Cymerau

Dolbadarn

Dyffryn Ardudwy

Dyffryn Dulas

Ederm

Eifion Wyn

Faenol

Felinheli

Felinwnda

Ffridd Y Llyn

Foel Gron

Garndolbenmaen

Garnedd

Glancegin

Gwaun Gynfi

Hendre

Hirael

Llanbedr

Llanbedrog

Llandwrog

Llandygai

Llangybi

Llanllechid

Llanllyfni

Llanrug

Llanystumdwy

Maenofferen

Maesincla

Manod

Nebo

Nefyn

O.M. Edwards

Our Ladies

Penisarwaun

Pennal

Pentreuchaf

Pont Y Gof

Rhiwlas

Rhosgadfan

Rhostryfan

Santes Helen

Sarn Bach

Talsarnau

Talysarn

Tan Castell

Tanygrisiau

Trefferthyr

Tregarth

Tudweiliog

Waunfawr

Y Garreg

Y Gorlan

Yr Eifl

Ysgol Abersoch

Ysgol Bro Llifon

Ysgol Craig y Deryn

Ysgol Edmwnd Prys (Gellilydan)

Ysgol Godre'r Berwyn I (Primary)

Ysgol Morfa Nefyn

Ysgol Pen-y-Bryn (Bethesda)

Ysgol Penybryn (Tywyn)

Ysgol Y Gelli

Y Traeth

### Mainstream Secondary

Ardudwy

Botwnnog

Brynrefail

Dyffryn Nantlle

Dyffryn Ogwen

Glan Y Mor (Pwllheli)

Syr Hugh Owen

Tryfan

Tywyn

Y Moelwyn

Ysgol Eifionydd

Ysgol Friars  
Ysgol Godre'r Berwyn II (Secondary)

### Special Education

Pendalar  
Ysgol Hafod Lon

### Alternative Provision

Hwb Addysg

## Wrexham

### Mainstream Primary

Acrefair  
Acton Park Primary  
Alexandra  
All Saints Primary (Wrexham)  
Barker's Lane  
Black Lane  
Bodhyfryd  
Borderbrook (Talwrn Green)  
Borras Park Infants  
Borras Park Junior  
Bronington  
Brymbo  
Bryn Tabor  
Brynteg (Wrexham)  
Bwlchwyn  
Cefn Mawr  
Deiniol  
Eyton  
Froncysyllte  
Garth  
Gwenfro Primary  
Gwersyllt CP  
Hafod Y Wern Primary  
Holt  
I.D. Hooson  
Llanarmon Dyffryn Ceiriog  
Llay Park Primary  
Madras Penley  
Maes y Llan  
Maes y Mynydd  
Minera  
Min y Ddol  
Penrhyn

Pentre (Wrexham)  
Penycae CP  
Penygelli  
Plas Coch  
Rhosddu  
Rhostyllen  
Rhosymedre CPI  
Rofft  
St Anne's  
St Chad's (Hanmer)  
St Giles Primary  
St Mary's (Overton-on-Dee)  
St Mary's (Ruabon)  
St Mary's (Wrexham)  
St Paul's (Isycoed)  
St Peter's  
Tanyfron  
Victoria Primary (Wrexham)  
Wat's Dyke  
Ysgol Bro Alun  
Ysgol Cynddelw  
Ysgol Heulfan Primary  
Ysgol Sant Dunawd (Bangor on Dee)  
Ysgol yr Hafod  
Ysgol Y Waun (Wrexham)

### Mainstream Secondary

Bryn Alyn  
Darland High School  
Morgan Llwyd  
Rhosnesni High School  
Ruabon High  
St Joseph's Catholic and Anglican High  
(Wrexham)  
The Maelor School (Penley)  
Ysgol Clywedog  
Ysgol y Grango

### Special Education

St Christopher's School

### Alternative Provision

Haulfan PRU  
Penycae Studio  
The Engagement Centre Gwersyllt

## Ynys Môn

### Mainstream Primary

Amlwch  
Biwmares  
Bodedern  
Bodffordd  
Bryngwran  
Brynsiencyn  
Caergeiliog  
Cemaes  
Corn Hir  
Esceifiog  
Garreglefn  
Goronwy Owen  
Henblas  
Kingsland  
Llanbedrgoch  
Llandegfan  
Llanerch-y-medd  
Llanfairpwll  
Llanfawr  
Llanfechell  
Llangoed  
Moelfre  
Morswyn  
Parc Y Bont  
Pencarnisiog  
Pentraeth  
Penysarn  
Rhosneigr  
Rhosybol  
Santes Fair  
Talwrn  
Treffos School (Ind)  
Y Borth  
Y Ffridd  
Y Graig  
Ysgol Cybi  
Ysgol Gymuned y Fali  
Ysgol Gynradd Santes Gwenfaen  
Rhoscolyn  
Ysgol Rhyd y Llan  
Ysgol Santes Dwynwen  
Y Tywyn

## Mainstream Secondary

David Hughes  
Ysgol Gyfun Llangefni  
Ysgol Syr Thomas Jones  
Ysgol Uwchradd Bodedern  
Ysgol Uwchradd Caergybi

## Special Education

Y Bont

## South Wales Force Area

### Bridgend

#### Mainstream All Ages

St Clare's School (Ind)

#### Mainstream Primary

Abercerdin Primary School  
Afon-y-Felin Primary School  
Archdeacon John Lewis Primary School  
Bettws Primary School  
Blaengarw Primary School  
Brackla Primary School  
Bryncethin Primary School  
Brynhyfryd Primary School (Swansea)  
Brynmenyn Primary School  
Bryntirion Infants School  
Caerau Primary School  
Cefn Cribwr Primary School  
Cefn Glas Infant School  
Coety Primary School  
Corneli Primary School  
Coychurch (Llangrallo) Primary School  
Croesty Primary School  
Cwm Felin Primary  
Ffaldau Primary School  
Garth Primary School  
Litchard Primary School  
Llangewydd Junior School  
Llangynwyd Primary School  
Maes y Haul Primary School  
Mynydd Cynffig Infants School  
Mynydd Cynffig Junior School  
Nantylffyllon Primary School  
Nantymoel Primary School

Newton Primary (Bridgend)  
Nottage Primary School  
Ogmore Vale Primary School  
Oldcastle Primary School  
Pencoed Primary School  
Penybont Primary School  
Pen y Fai C in W Primary  
Pil Primary School  
Plasnewydd Primary School  
Porthcawl Primary School  
St Mary's & St Patrick's Catholic Primary School  
St Mary's Catholic Primary School (Bridgend)  
St Robert's RC Primary School  
Tondu Primary School  
Trelales Primary School  
Tremains Primary School  
Tyn-yr-Heol Primary School  
West Park Primary School  
YGG Bro Ogwr  
YGG Cwm Garw  
YGG Cynwyd Sant  
Ysgol Y Ferch o'r Sger

### Mainstream Secondary

Archbishop McGrath Catholic School  
Brynteg School  
Bryntirion Comprehensive School  
Coleg Cymunedol Y Dderwen  
Cynffig Comprehensive School  
Maesteg Comprehensive  
Pencoed Comprehensive School  
Porthcawl Comprehensive School  
YG Llangynwyd

### Special Education

Heronbridge Special School  
Ysgol Bryn Castell

### Further Education

Bridgend College (Bridgend)  
Bridgend College (Pencoed Campus)

### Alternative Provision

Bridgend PRU

## Cardiff

### Mainstream All Ages

Cardiff Steiner School  
Howell's School (Cardiff) (Ind)  
Kings Monkton School (Ind)  
St John's College (Ind)

### Mainstream Primary

Adamsdown Primary School  
Albany Primary School  
Allensbank Primary School  
All Saints C in W Primary (Cardiff)  
Baden Powell Primary School  
Birchgrove Primary (Cardiff)  
Bishop Childs C in W Primary School  
Bryn Celyn Primary School  
Bryn Deri Primary School  
Bryn Hafod Primary School  
Cardiff Montessori  
Cardiff Muslim Primary (Ind)  
Christ The King RC Primary School  
Coed Glas Primary School  
Coryton Primary School  
Creigiau Primary School  
Danescourt Primary School  
Fairwater Primary School  
Gabalfa Primary School  
Gladstone Primary (Cardiff)  
Glan-yr-Afon Primary School  
Glyncoed Primary School (Cardiff)  
Grangetown Primary School  
Greenway Primary School  
Gwaelod Y Garth Primary School  
Hawthorn Primary (Cardiff)  
Herbert Thompson Primary  
Holy Family Primary  
Howardian Primary School  
Hywel Dda Primary School  
Kitchener Primary School  
Lakeside Primary School  
Lansdowne Primary School  
Llandaff City C in W  
Llanedeyrn Primary School  
Llanishen Fach Primary School  
Llysfaen Primary School  
Marlborough Primary School  
Meadowlane Primary School  
Millbank Primary School  
Moorland Primary School  
Mount Stuart Primary



Ninian Park Primary School  
 Oakfield Primary (Cardiff)  
 Pen-y-Bryn Primary School  
 Pencaerau Primary school  
 Pentreban Primary School  
 Pentyrch Primary School  
 Peter Lea Primary School  
 Pontprennau Primary School  
 Radnor Primary School  
 Radyr Primary School  
 Rhiwbina Primary School  
 Rhydypenau Primary School  
 Roath Park Primary School  
 Rumney Primary School  
 Severn Primary School  
 Springwood Primary School  
 Stacey Primary School  
 St Alban's RC Primary School  
 St Bernadette's RC Primary School  
 St Cadoc's Catholic Primary School  
 St Cuthbert's RC Primary School  
 St David's C in W Primary School (Cardiff)  
 St Fagans C in W Primary School  
 St Francis RC Primary School  
 St John Lloyd RC Primary School  
 St Joseph's RC Primary (Cardiff)  
 St Mary's RC Primary School (Cardiff)  
 St Mary The Virgin C in W Primary School  
 St Mellons C in W Primary School  
 St Monica's C in W Primary School  
 St Patrick's RC Primary School  
 St Paul's C in W Primary School  
 St Peter's RC Primary School  
 St Phillip Evans RC Primary School  
 The Cathedral School Primary (Ind)  
 Thornhill Primary School  
 Ton-yr-Ywen Primary School  
 Tongwynlais Primary School  
 Tredegarville C in W Primary School  
 Trelai Primary School  
 Trowbridge Primary School  
 Ummul Mumineen Academy  
 Whitchurch Primary School  
 Willowbrook Primary School  
 Windsor Clive Primary School  
 YGG Coed-Y-Gof  
 YGG Gwaelod-Y-Garth Primary School  
 YGG Hamadryad  
 YGG Melin Gruffydd  
 YGG Mynydd Bychan

YGG Nant Caerau  
 YGG Pen-Y-Groes  
 YGG Pencae  
 YGG Pen Y Pil  
 YGG Pwll Coch  
 YGG Treganna  
 YGG Y Berllan Deg  
 Ysgol Bro Eirwg  
 Ysgol Creigiau  
 Ysgol Glan Ceubal  
 Ysgol Glan Morfa  
 Ysgol y Wern

### Mainstream Secondary

Bishop Of Llandaff C in W High School  
 Cantonian High School  
 Cardiff High School  
 Cardiff West Community High School  
 Cathays High School  
 Corpus Christi Catholic High School  
 Eastern High School  
 Fitzalan High School  
 Llanishen High School  
 Mary Immaculate High School  
 Radyr Comprehensive School  
 St Illtyd's Catholic High School  
 St Teilo's C in W High School  
 The Cathedral School Secondary (Ind)  
 Whitchurch High School  
 Willows High School  
 YG Glantaf  
 YG Plasmawr  
 Ysgol Bro Edern

### Special Education

Greenhill School (Cardiff)  
 Meadowbank Primary Special Needs  
 Red Rose School  
 Riverbank Primary SEN  
 The Court Special School  
 The Marion Centre  
 Ty Coryton  
 Ty Gwyn Special School  
 Woodlands High School

### Alternative Provision

Bryn Y Deryn School and Student Support Unit

### Other Education Site

Cardiff City Football Academy

## Merthyr

### Mainstream Primary

Abercanaid Community School  
Bedlinog Primary School  
Caedraw Primary School  
Coed y Dderwen  
Cyfarthfa Park Primary School  
Dowlais Primary School  
Edwardsville Primary School  
Gellifaelog Primary School  
Goetre Primary School  
Gwaunfarren Primary School  
Heolgerrig Community School  
Pantysgallog Primary School  
St Aloysius RC Primary School  
St Illtyd's RC Primary (Merthyr)  
St Mary's RC Primary School (Merthyr)  
Trelewis Primary School  
Troedyrhiw Primary School  
Twynrodyn Community School  
YGG Rhyd-Y-Grug  
YGG Santes Tudful  
Ynysowen Community Primary School  
Ysgol-Y-Graig Primary School

### Mainstream Secondary

Afon Taf High School  
Bishop Hedley High School  
Cyfarthfa High School  
Penydre High School

### Special Education

Greenfield Special Needs

### Alternative Provision

EOTAS  
Ty Dysgu  
Ty Homfray

## Neath Port Talbot

### Mainstream Primary

Abbey Primary School  
Alderman Davies C in W Primary School  
Alltwen Primary School  
Awel Y Mor  
Baglan Primary School  
Blaenbaglan Primary School  
Blaendulais Primary School  
Blaengwrach Primary School  
Blaenhonddan Primary School  
Bryncoch C in W Primary School  
Catwg Primary School  
Central Primary  
Cilffriw Primary School  
Coedffranc Primary School  
Coed Hirwaun Primary School  
Creunant Primary School  
Croeserw Primary School  
Crymlyn Primary School  
Crynallt Primary School  
Cwmafan Junior School  
Cwmnedd Primary School  
Cymer Afan  
Eastern Primary School  
Glyncorrwg Primary School  
Gnoll Primary School  
Godre'rgrraig Primary School  
Llangiwig Primary School  
Maesmarchog Community Primary School  
Melin Infant School  
Melin Junior School  
Pen Afan Primary  
Rhos Primary School  
Rhydyfro Primary School  
Sandfields Primary School  
St Joseph's Catholic Infant (NPT)  
St Joseph's Catholic Junior (NPT)  
St Joseph's Catholic Primary (NPT)  
St Therese's Catholic Primary School  
Tairgwaith Primary School  
Tonnau Primary Community School  
Tywyn Primary School  
Wauanceirch Primary School  
YGG Blaendulais  
YGG Castell-nedd  
YGG Cwmllynfell  
YGG Cwm Nedd  
YGG Gwaun Cae Gurwen

YGG Pontardawe  
YGG Rhosafan  
YGG Trebannws  
YGG Tyle'r Ynn  
YGG Ystalyfera  
Ynysfach Primary School  
Ysgol Bae Baglan 1 (Primary)  
Ysgol Carreg Hir  
Ysgol Cwm Brombil 1 (Primary)

### Mainstream Secondary

Cefn Saeson Comprehensive School  
Cwmtawe Community School  
Dwr Y Felin Comprehensive School  
Llangatwg Community School  
St Joseph's Comprehensive (NPT)  
YG Ystalyfera  
YG Ystalyfera Campws Bro Dur  
Ysgol Bae Baglan 2 (Secondary)  
Ysgol Cwm Brombil 2 (Secondary)

### Special Education

Maes Y Coed (Neath)  
Ysgol Hendrefelin (Bryncoch)

### Further Education

Afan College

### Alternative Provision

Hillside Secure Centre  
Ysgol Hendrefelin (Velindre)

## Rhondda Cynon Taff

### Mainstream All Ages

Porth Community School  
Tonyrefail Community

### Mainstream Primary

Abercynon Community Primary  
Aberdare Park Primary  
Aberdare Town C in W Primary School  
Abernant Primary School  
Alaw Primary School  
Blaengwawr Primary School  
Bodringallt Primary School  
Brynnau Primary School  
Caegarw Primary School

Capcoch Primary School  
Caradog Primary School  
Cefn Primary  
Cilfynydd Primary School  
Coedpenmaen County Primary School  
Coed y Lan Primary School  
Craig Yr Hesg Primary School  
Cwmaman Primary School  
Cwmbach C in W Primary School  
Cwmbach Primary School  
Cwmclydach Primary  
Cwmdar Primary School  
Cwmlai Primary School  
Cymmer Primary  
Darran Park Primary  
Darrenlas Primary  
Dolau Primary  
Ffynnon Taf Primary  
Gelli Primary  
Glenboi Community Primary  
Gwauncelyn Primary  
Gwaunmeisgyn Primary  
Hafod Primary (Pontypridd)  
Hawthorn Primary (Pontypridd)  
Hendreforgan Primary  
Heol Y Celyn Primary  
Hirwaun Primary  
Llanharan Primary  
Llanhari Primary  
Llanilltud Faerdref Primary  
Llantrisant Primary  
Llwydcoed Primary  
Llwyncrwn Primary  
Llwynypia Primary  
Maerdy Community Primary  
Maesybryn Primary  
Maesycoed Primary (RCT)  
Miskin Primary  
Oaklands Primary  
Our Lady's RC Primary School  
Parc Lewis Primary  
Parc Primary (Cwmparc)  
Penderyn Primary  
Pengeulan Primary  
Penpych Community Primary  
Penrhiwceibr Primary  
Penrhys Primary  
Penygawsi Primary  
Penyreglyn Primary School  
Penywaun Primary

Perthcelyn Community  
 Pontrhondda Primary  
 Pontyclun Primary  
 Pontygwaith Primary  
 Rhigos Primary  
 St Gabriel & Raphael RC Primary  
 St Margaret's Primary  
 St Michael's RC  
 Ton Pentre Infants  
 Ton Pentre Junior  
 Tonysguboriau Primary  
 Trallwng Infants  
 Trealaw Primary  
 Tref-y-Rhyg Primary  
 Trehopcyn Primary  
 Treorchy Primary  
 Trerobart Primary  
 Tylorstown Primary  
 Williamstown Primary  
 YGG Abercynon  
 YGG Aberdar  
 YGG Bodringallt  
 YGG Bronllwyn  
 YGG Castellau  
 YGG Evan James  
 YGG Garth Olwg  
 YGG Llanhari  
 YGG Llantrisant  
 YGG Llwynceilyn  
 YGG Llyn y Forwyn  
 YGG Pont Siôn Norton  
 YGG Tonyrefail  
 YGG Ynyswen  
 Ynysboeth Primary  
 Ynyshir Primary

## Mainstream Secondary

Aberdare Community School  
 Bryncelynnog Comprehensive School  
 Cardinal Newman RC Comprehensive  
 Ferndale Community School  
 Hawthorn High School  
 Mountain Ash Comprehensive School  
 Pontypridd High School  
 St John the Baptist C in W High School  
 Treorchy Comprehensive School  
 YG Cymer Rhondda  
 YG Garth Olwg  
 YG Rhydywaun  
 Y Pant Comprehensive School  
 Ysgol Llanhari  
 Ysgol Nantgwyn

## Special Education

Maesgwyn Special School  
 Park Lane Special School  
 Ysgol Hen Felin  
 Ysgol Ty Coch (SEN)

## Alternative Provision

Mountain Ash Inclusion Unit  
 Tai Centre  
 Ty Gwyn Education Centre

## Swansea

### Mainstream Primary

Birchgrove Primary (Swansea)  
 Bishopston Primary  
 Blaenymaes Primary  
 Brynmill Primary  
 Burlais School  
 Cadle Primary  
 Casllwchwr Primary  
 Christchurch (Swansea)  
 Cila Primary  
 Clase Primary  
 Clwyd Community Primary  
 Clydach Primary  
 Craigfelen Primary  
 Crwys Primary  
 Cwmglas Primary

Cwmrhydyceirw Primary  
Danygraig Primary  
Dunvant Primary  
Gendros Primary  
Glais Primary  
Glyncollen Primary  
Gorseinon Primary  
Gors Primary  
Gowerton Primary  
Grange Primary  
Gwyrosydd Primary  
Hafod Primary (Swansea)  
Hendrefoilan Primary  
Knelston  
Llangyfelach  
Llanrhidian  
Mayals  
Morrison Primary  
Newton Primary (Swansea)  
Oakleigh House School (Ind)  
Oystermouth  
Parklands  
Pen-y-Fro  
Penclawdd  
Pengelli  
Penllergaer  
Pennard  
Pentre'r Graig Primary  
Pentrechwyth  
Penyrheol  
Plasmarl  
Pontarddulais Primary  
Pontlliw  
Pontybrenin Primary  
Portmead  
Sea View Community  
Sketty  
St David's RC Primary (Swansea)  
St Helen's Primary (Swansea)  
St Illtyd's RC Primary (Swansea)  
St Joseph's Cathedral RC Primary School  
St Joseph's Primary (Clydach)  
St Thomas  
Talcopa  
Terrace Rd  
Townhill  
Trallwn  
Tre Uchaf  
Waunarlwydd  
Waun Wen Primary

Whitestone Primary  
YGG Bryniago  
YGG Brynymor  
YGG Gellionnen  
YGG Llwynderw  
YGG Lon-Las  
YGG Pontybrenin  
YGG Tirdeunaw  
YGG y Cwm  
Y Login Fach  
Ynystawe  
Ysgol Tan-y-lan

### Mainstream Secondary

Birchgrove Comprehensive School  
Bishop Gore School  
Bishopston Comprehensive School  
Bishop Vaughan RC School  
Cefn Hengoed Community School  
Dylan Thomas Community School  
Ffynone House School (Ind)  
Gowerton Comprehensive School  
Keystone Trust (Plymouth Bretheren) (Ind)  
Morrison Comprehensive School  
Olchfa School  
Pentrehafod School  
Penyrheol Comprehensive School  
Pontarddulais Comprehensive School  
YG Bryntawe  
YG Gwyr

### Special Education

Dan Y Coed  
Pen y Bryn Special School  
Ysgol Crug Glas

### Further Education

Gower College Swansea

### Alternative Provision

Maes Derw

### Other Education Site

Swansea City Academy

## Vale of Glamorgan

### Mainstream Primary

Albert Road Primary  
All Saints Primary (Barry)  
Barry Island Primary  
Bont Faen  
Cadoxton Primary  
Cogan Primary  
Colcot Primary  
Dinas Powys Primary  
Evenlode Primary  
Fairfield Primary  
Gladstone Primary (Barry)  
Gwenfo Primary  
High Street Primary  
Holton Road Primary  
Jenner Park Primary  
Llancarfan Primary School  
Llandough Primary  
Llanfair Primary  
Llangan Primary  
Llansannor Primary  
Oakfield Primary (Barry)  
Palmerston Primary  
Pendoylan Primary  
Peterson-Super-Ely  
Rhws Primary  
Romilly Primary School  
St Andrew's C in W Primary (Dinas Powys)  
St Athan Primary  
St Brides Primary  
St David's C in W Primary School  
(Colwinston)  
St Helen's Infants (Barry)  
St Helen's Juniors (Barry)  
St Illtyd's Primary (Llantwit)  
St Joseph's Primary (Penarth)  
St Nicholas  
Sully Primary  
Victoria Primary (Penarth)  
Westbourne Nursery & Junior School (Ind)  
Wick & Marcross Primary  
YG Bro Morgannwg I (Primary)  
YGG Dewi Sant  
YGG Pen-y-Garth  
YGG Sant Baruc  
YGG Sant Curig  
Ysgol Gwaun Y Nant  
Ysgol Iolo Morganwg

## Ysgol Y Ddraig

### Mainstream Secondary

Cowbridge Comprehensive School  
Llantwit Major School  
Pencoedtre High  
Stanwell School  
St Cyres Comprehensive  
St Richard Gwyn RC High School  
Westbourne Secondary College (Ind)  
Whitmore High  
YG Bro Morgannwg II (Secondary)

### Special Education

#### Ysgol Y Deri

### Alternative Provision

Headlands EBSD  
Landsker Brynsych (Ind)  
Y Daith – Amelia Trust  
Y Daith – Cowbridge



# Guidelines for Schools and School Community Police Officers (SCPOs) Working Together

## School Behaviour Incident Management

A Partnership between Welsh Government,  
Schools and the Police



Llywodraeth Cymru  
Welsh Government

# Guidelines for Schools and School Community Police Officers (SCPOs) Working Together

## School Behaviour Incident Management

A Partnership between Welsh Government, Schools and the Police

**This document has been written to provide clear guidance of when School Community Police Officers' (SCPO) services can be utilised by schools to deal with incidents in school which fall under the umbrella of the School Crime Beat Protocol**  
(See <http://www.schoolbeat.org/en/teachers/>)

### A. Roles and responsibilities

There is an expectation that all school incidents will be dealt with by school staff in accordance with that school's policy and procedures.

***If an incident occurs on school premises ring either 101 (non-emergency) or 999 (emergency) depending on the seriousness and immediacy required***

***If only advice and guidance is required contact your school SCPO***

School Community Police Officers (SCPOs) have a supportive policing element to their role when working with schools.

It is the role of the SCPO to work with schools after their policy and procedures have been exhausted to determine whether to develop the occurrence into a formal police investigation or deal with the occurrence within the school environment outside of the Criminal Justice System (CJS) under the School Crime Beat Protocol.

- Using the SCPOs too early in the school process desensitises their role and value to schools. It is therefore important that SCPOs should not be written into school behavioural policies or utilised as an initial intervention strategy.
- Schools should not give the SCPO's contact details to parents. Contact with the SCPO should be arranged through the school. Alternatively parents can ring the Police on 101 directly.

The School Crime Beat Protocol can only be applied when the incident occurs on school property, when a teacher is present during the school's normal working hours and is of a minor nature and NOT on the Serious Offences list. (See Appendix A p5)

Although schools are under no legal obligation to report crimes to the Police the School Crime Beat Protocol details the procedure for dealing with incidents that occur in schools and the duty placed on both Local Policing Teams and School Community Police Officers (SCPOs) when an incident on school premises is reported.

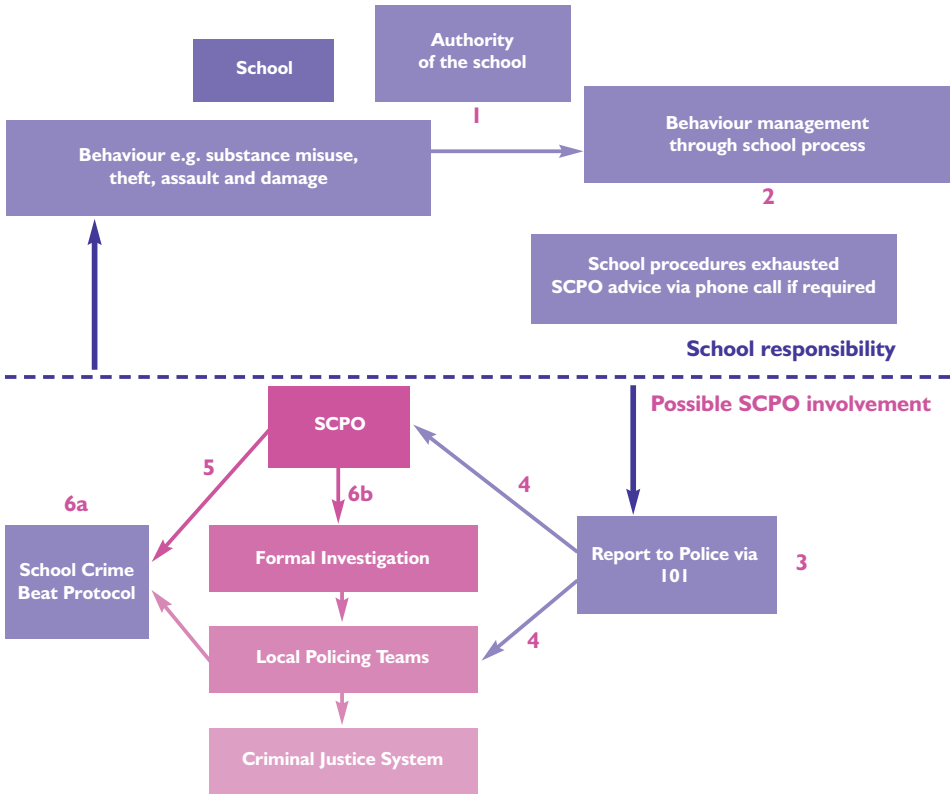
All the processes and procedures mentioned below are there to support the school's behaviour management system and to ensure that young people are prevented from entering the Criminal Justice System.





**B. Non Emergency Incident Management**

- Schools should take ownership of all non serious behavioural issues that occur on school premises. Any behavioural issues should be dealt with by following the school behavioural policy to its full extent.



- When the process has been exhausted and there is no satisfactory resolution the SCPO can be contacted through the School's Behavioural Manager for advice and guidance. **Examples of expected joint working best practice incident management procedures can be found in Appendix B, p6 - 10.**
- The next step may be to report the incident to the Police via 101 (In the event of a non-emergency)
- 101 (The Police Call Centre) will then allocate the incident to either the SCPO or Local Policing Teams depending on availability.
- The SCPO will determine whether a formal police investigation is required or if the incident can be dealt with under the School Crime Beat Protocol in collaboration with the School Behavioural Manager.
- When it has been decided:
  - to deal with the incident under the School Crime Beat Protocol, which prevents the criminalisation of young people, the school and the SCPO will work in partnership for an appropriate resolution. N.B. No formal crime report has been raised at this stage.

- if the incident is unsuitable for the School Crime Beat Protocol, it will be passed to the Local Policing Teams for formal investigation. The outcome could result in the young person entering the Criminal Justice System.

Incidents **external** to school will be dealt with and if necessary formally investigated by other warranted officers e.g. Local Policing Teams and cannot be dealt with under the School Crime Beat Protocol. These officers will be responsible for informing the school. The SCPO will remain a contact point throughout the investigation and will be in a position to advise and update the school about this process.

### **C. Emergency Procedure (phone 999)** **(See School Crime Beat Protocol, p6 for more information at [www.schoolbeat.org/en/teachers](http://www.schoolbeat.org/en/teachers))**

If the Head Teacher considers the answer is YES to any of the statements below, and considers the incident to be an emergency then they should **dial 999** to obtain an immediate police presence. In summary, schools will contact the Police via 999 when:

- there is a serious immediate danger present
- a serious injury occurred or there a clear potential for serious injury
- there is a crime in progress or imminent
- there is a suspect present
- where a witness may be lost if police do not arrive quickly
- when there is a clear potential for a further crime to be committed
- when a victim of crime is suffering from extreme distress.

### **D. Police Response**

Responding officers whenever possible will:

- liaise with the Head Teacher or nominated person
- not formally record and investigate a crime on school premises unless the school, victim, or parent/guardian request it
- only arrest children and young people on school premises in extreme circumstances and when absolutely necessary
- inform the SCPO

When officers who work in or attend school premises witness, or have a crime reported to them which took place on the school premises, the following will apply:

- A crime should not be recorded initially, but the incidents should be brought to the attention of the Head Teacher as soon as practicable and a joint decision made.
- The officer will not formally record and investigate any incident in a school as a crime, unless requested to do so, or where it is so serious as to be necessary (see below). If this does become necessary, then a formal crime report must be created.
- The Police, where possible, will follow the school's wishes and work within school policy.
- If an incident that occurred inside school during the school hours is reported to the Police by parents out-of-school hours, then the incident should be dealt with in accordance with the School Crime Beat Protocol and the school must be informed of the outcome.

### **E. Instances when the Police must formally record and investigate an incident on school premises**

If the incident fits any of the below criteria, officers must create a crime report even if this goes against the school's wishes.

1. The officer judges it to be a serious incident which has led or is intended to, or is likely to or threatened to lead to serious harm or loss to any school child according to the view of the police officer, child or young person, parent or guardian or the child's representative.
2. The school requests the incident to be formally classified as a 'crime'.
3. Any victim, their parent/carer or the child's representative asks the Police to create a crime record.
4. Possession of Class A substances or if the substance has been or was intended to be supplied to any other person whether for gain or not.

## Crime Recording (School Protocol) Appendix A

Serious incidents within the 'Crime Recording by Police Officers Working in Schools' guidance are defined as:

A Serious Incident	The Law
<b>a</b> Treason	
<b>b</b> Murder	
<b>c</b> Manslaughter	
<b>d</b> Kidnapping	
<b>e</b> Causing an explosion likely to endanger life or property	Explosives Substances Act 1883, s 2
<b>f</b> Possession of a firearm with intent to endanger life, use to resist arrest or carrying a firearm with criminal intent	Firearms Act 1968, ss 16, 17 and 18
<b>g</b> Hostage taking	Taking of Hostages Act 1982, s 1
<b>h</b> Hijacking	Aviation Security Act 1982, s 1
<b>l</b> Torture	Criminal Justice Act 1988, s 134
<b>J</b> Causing death by dangerous driving	Road Traffic Act 1988, s 1
<b>k</b> Causing death by careless driving when under the influence of drink or drugs	Road Traffic Act 1988, s 3A
<b>l</b> Endangering safety at aerodromes, hijacking ships, seizing or exercising control of fixed platforms	Aviation and Maritime Security Act 1990, ss 1,9 and 10
<b>m</b> Hijacking Channel Tunnel trains, or seizing or exercising control of the tunnel system	Channel Tunnel (Security) Order 1994, arts 4 and 5
<b>n</b> Taking, making etc. indecent photographs or pseudo-photographs of children	Protection of Children Act 1978, s 1
<b>o</b> The publication of obscene matter	Obscene Publications Act 1959, s 2
<b>p</b> An offence under the Customs and Excise Management Act 1979, s170, of being knowingly concerned, in relation to any goods, in any fraudulent evasion or attempt at evasion of a prohibition in force concerning importation of indecent or obscene articles;	
<b>q</b> Rape	Sexual Offences Act 2003 (SOA 2003), s 1
<b>r</b> Assault by penetration	SOA 2003, s 2
<b>s</b> Causing a person to engage in sexual activity involving penetration without consent	SOA 2003, s 4
<b>t</b> Rape of a child under thirteen	SOA 2003, s 5
<b>u</b> Assault of a child under thirteen by penetration	SOA 2003, s 6
<b>v</b> Causing or inciting a child under thirteen to engage in a sexual activity involving penetration	SOA 2003, s 8
<b>w</b> Sexual activity with a person with a mental disorder impeding choice, where the touching involved penetration	SOA 2003, s 30
<b>x</b> Causing or inciting a person with a mental disorder impeding choice to engage in sexual activity involving penetration	SOA 2003, s 31
<b>y</b> Causing or allowing the death of a child or vulnerable adult	Domestic Violence Crime and Victims Act 2004, s 5
<b>Z1</b> Drug trafficking	Proceeds of Crime Act 2002 (PCA 2002), Sch 2, paragraph 1
<b>Z2</b> Certain money laundering offences	PCA 2002, s 327, 328 or 329

Home Office Counting Rules for Recorded Crime with effect from April 2013 (2 of 3) ANNEX

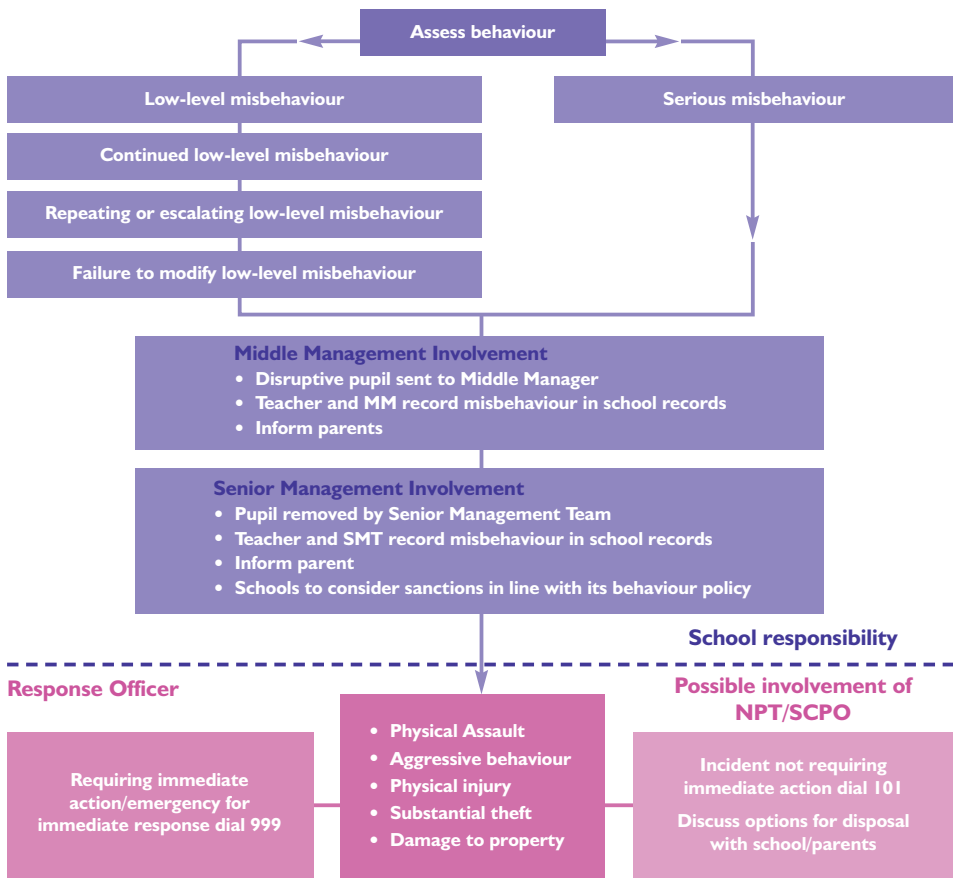
**Safe and effective intervention – use of reasonable force and searching for weapons Guidance**  
<http://learning.wales.gov.uk/docs/learningwales/publications/121128safeen.pdf>

**Any other offence is serious only if its commission has led to any of the consequences set out below, or is intended to lead to any of those consequences:**

- (a) serious harm to the security of the State or to public order;
- (b) serious interference with the administration of justice or with the investigation of offences or of a particular offence;

- (c) the death of any person;
- (d) serious injury to any person;
- (e) substantial financial gain to any person; and
- (f) serious financial loss to any person.

### Unacceptable Behaviour Appendix B



### Truancy

Truancy is a matter which is dealt with by the local Education Welfare Officer in line with school policy.

**Practical approaches to behaviour management in the classroom:** <http://learning.wales.gov.uk/resources/practicalapproaches/?lang=en>

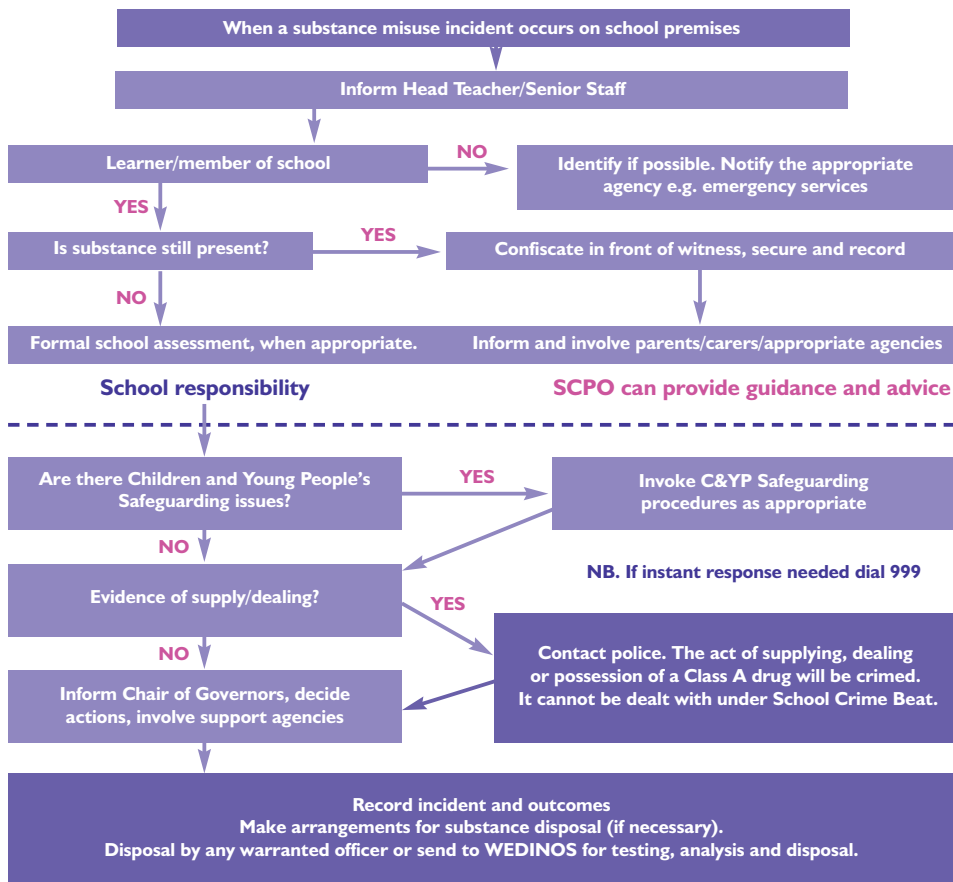
**Behaviour Management Handbook for Primary Schools:**

<http://wales.gov.uk/topics/educationandskills/schoolshome/pupilsupport/behaviourmanagement/?lang=en>

**Nurture groups: A handbook for schools** <http://learning.wales.gov.uk/resources/nurturegroups/?lang=en>

## Substance Misuse Appendix B

**A suggested response procedure: actual incident.**  
 This procedure covers both legal and illegal substances



### Substance misuse

School policy must be followed for both rumour/suspicion and actual incidents.

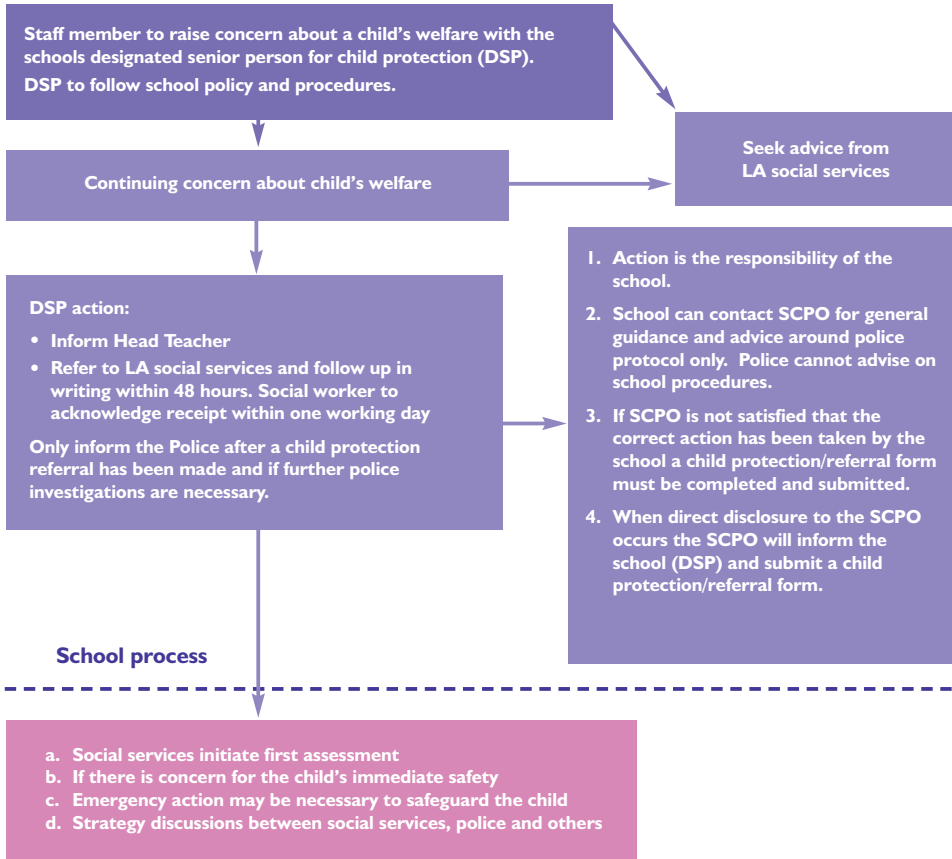
Police involvement in substance misuse incidents would not occur until 'formal assessment' stage (Guidance doc for Substance Misuse Education doc: 107/2013 p45) In relation to the SCPO this should take the form of guidance and advice.

Any investigations are likely to be undertaken by other officers e.g. response or Local Policing Teams.

When making arrangements for substance disposal, any warranted officer may attend or the substance may be sent to WEDINOS for testing and analysis.

SCPOs should be made aware of any substance misuse incident that occurs in the school.

**Actual response procedure for safeguarding children in Education**  
**Appendix B**



**NB.** Records must be kept in accordance with Welsh Government Draft Guidance – Safeguarding Children in Education 007/2013

**Safeguarding**

If the school or any person working in the school has concerns or suspicions that a child is suffering, has suffered, or is likely to be at risk of harm they have a statutory duty to report this to their designated senior person (DPS) for child protection.

The DPS will review the evidence and subsequently refer the case to the appropriate authorities. SCPOs can be consulted for advice and guidance in such cases; however when an SCPO is informed, he or she is duty bound to submit a child protection referral (disclosure) form.

**Revised guidance on Safeguarding Children in Education**

<http://wales.gov.uk/consultations/education/revised-guidance-on-safeguarding-children-in-education/?lang=en>

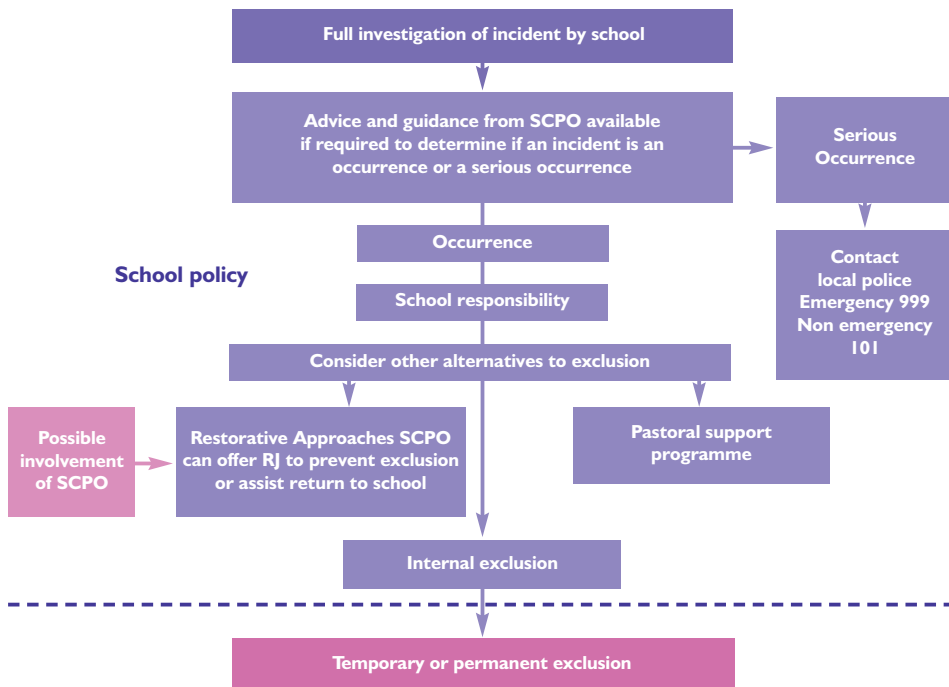
**Nurture groups: A handbook for schools** <http://learning.wales.gov.uk/resources/nurturegroups/?lang=en>

## Exclusions Appendix B

### A decision to exclude a learner should be taken only:

- in response to serious breaches of the school's behavioural policy
- if allowing the learner to remain in school would seriously harm the education or welfare of the learner or others in the school

Prior to this final step, a wide range of strategies should have been implemented:



### Exclusions

A school decision to exclude a learner should be taken only:

- in response to serious breaches of the school's behaviour policy (see diagram p 9)
- if allowing the learner to remain in school would seriously harm the education or welfare of the learner or others in the school.

These might include, serious actual or threatened violence against another learner or a member of staff, sexual abuse or assault, supplying an illegal drug, use

or threatened use of an offensive weapon. In these cases it would be appropriate for schools to inform the Police if they believe such a criminal offence has taken place. If an instant response is required dial 999, if a non emergency ring 101.

### Re-admission to school

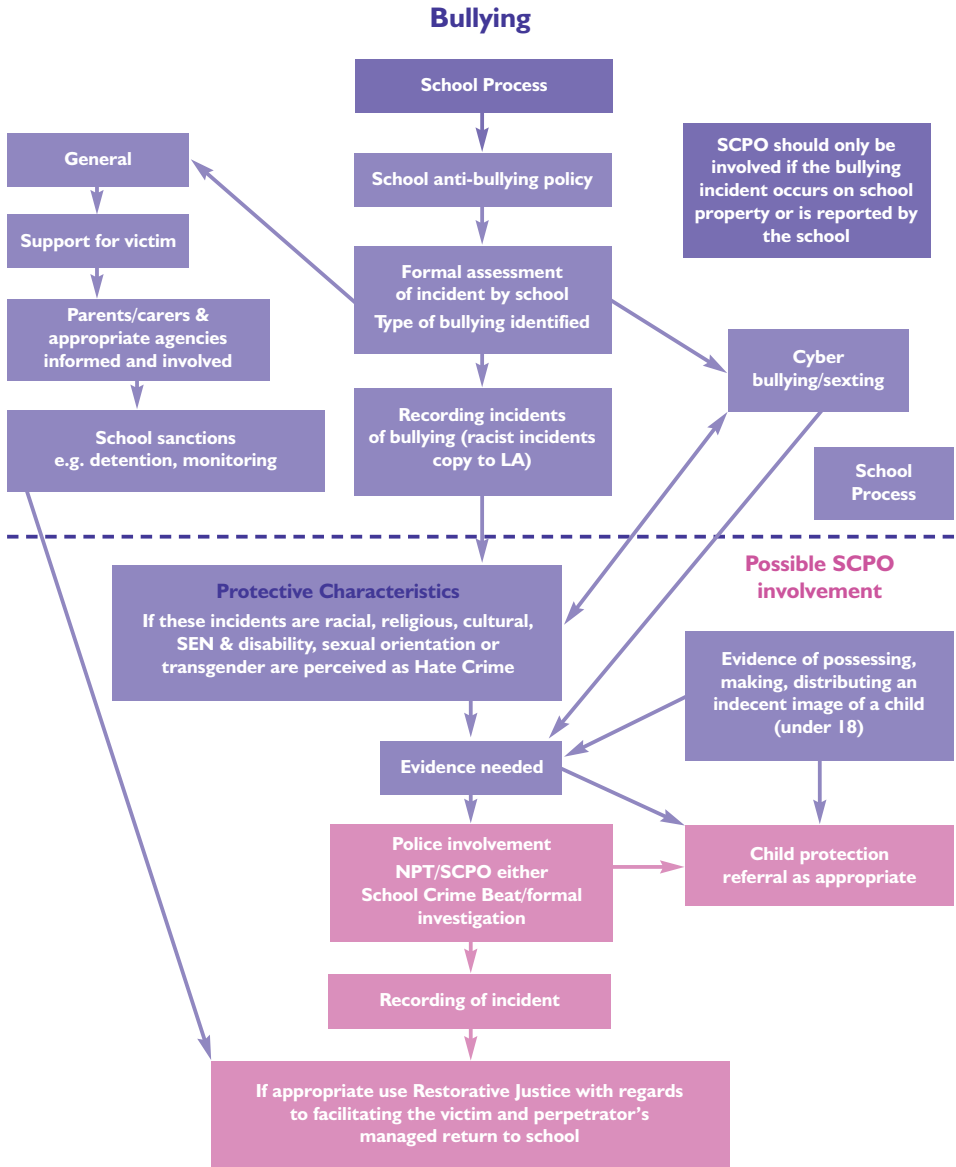
The officers can use Restorative Practice as a useful tool to re-assimilate young people into the school community and to reinforce positive citizenship. SCPOs are trained in and can offer Restorative Justice meetings or conferences to assimilate pupils back into the school setting.

### Exclusion from Schools and Pupil Referral Units

<http://wales.gov.uk/topics/educationandskills/schoolshome/pupilsupport/exclusion/?lang=en>

### Safe and effective intervention – use of reasonable force and searching for weapons Guidance

<http://learning.wales.gov.uk/resources/safeandeffective/?lang=en>



The SCPO is not in school to deal with bullying when it is considered low level misbehaviour and falls short of criminal behaviour. This behaviour should be dealt

with according to school policy and procedure. When bullying is determined to be Hate Crime, harassment, sexting or serious assault the Police may be involved.