Safeguarding and Child Protection Policy – COVID-19 Addendum 1 Version 4

This document should be read in conjunction with the Safeguarding and Child Protection Policy September 2020

This addendum was updated on 8th March 2021 and replaces Version 3, January 2021.

Designated safeguarding leads (DSLs) and Deputies

Where possible we will ensure that there is a trained DSL or deputy available on site. Where this is not possible, we will consider these 3 options:

- a trained DSL or deputy from the school can be available to be contacted via phone or online video - for example working from home
- sharing trained DSLs or deputies with other schools (who should be available to be contacted via phone or online video)
- seeking advice and support for the Trust's central team Safeguarding and Child Protection Lead

Where a trained DSL or deputy is not on site, in addition to one of the above options, we will have a named senior leader who will take responsibility for co-ordinating safeguarding on site. This might include updating and managing access to child protection files, liaising with the offsite DSL (or deputy) and as required liaising with children's social workers where they require access to children in need and/or to carry out statutory assessments at the school.

We will ensure that all staff and volunteers are clear about the arrangements for sharing and reporting any concerns and these must be updated to reflect any changes on any given day.

We will ensure that the contact details for the Trust Safeguarding and Child Protection Lead are shared with all staff and volunteers.

Vulnerable children

Vulnerable children include those who:

- are assessed as being in need under section 17 of the Children Act 1989, including children and young people who have a child in need plan, a child protection plan or who are a looked-after child
- have an education, health and care (EHC) plan
- have been identified as otherwise vulnerable by educational providers or local authorities (including children's social care services), and who could therefore benefit from continued full-time attendance, this might include:
  - children and young people on the edge of receiving support from children's social care services or in the process of being referred to children's services
  - adopted children or children on a special guardianship order
  - those at risk of becoming NEET ('not in employment, education or training')
  - those living in temporary accommodation
  - those who are young carers
  - those who may have difficulty engaging with remote education at home (for example due to a lack of devices or quiet space to study)
  - care leavers
  - others at the provider and local authority's discretion including pupils and students who need to attend to receive support or manage risks to their mental health

We will continue to work with and support children's social workers to help protect vulnerable children.

In circumstances where a parent is hesitant about or does not want to bring their child to school, and their child is considered vulnerable, we will explore the reasons for this directly with the parent. We will work social workers where appropriate.

Where parents are concerned about the risk of the child contracting COVID19, we will talk through these anxieties with the parent/carer following the advice set out by Public Health England.

We will encourage all pupils to attend a school.

https://www.proceduresonline.com/swcpp/

Attendance

We will record attendance in accordance with the Education (Pupil Registration) (England) Regulations 2006 for all pupils.

Parents or carers are expected to follow the school procedures on the first day of the illness and inform us of the reason for absence so that the correct attendance codes can be used in every case of absence.

We expect parents or carers to get in contact to make us aware of the status of any COVID-19 tests that have become necessary and to update the school on the welfare of the pupil.

A small number of pupils will still be unable to attend in line with public health advice to self-isolate because they:

- have symptoms or have had a positive test result
- live with someone who has symptoms or has tested positive and are a household contact
- are a close contact of someone who has coronavirus (COVID-19)

The advice for pupils who have been confirmed as clinically extremely vulnerable is to shield and stay at home as much as possible until further notice. They are advised not to attend school while shielding advice applies nationally.

For children self-isolating, quarantining or shielding – we will use attendance code X.

We will grant applications for leave in exceptional circumstances. This should be recorded as code C (leave of absence authorised by the school) unless another authorised absence code is more applicable.

In compliance with the Remote Education, will provide remote education to pupils who are unable to attend school because they are complying with government guidance or legislation surrounding coronavirus (COVID-19).

Mental health - Pupil wellbeing and support

We will be aware that negative experiences and distressing life events, such as the current circumstances may affect the mental health of children and their parents. We will ensure that we offer appropriate support to children and their parents.

Where there is a concern for a child, we will ensure that any concerns are reported to the DSL or deputy and recorded. We will draw on external support where necessary and consider any referral to statutory services (and the police) as appropriate.

We will be aware of the impact the current circumstances can have on the mental health of those students/pupils (and their parents) who are continuing to work from home, including when setting expectations of children's work.

We will ensure that we are monitoring how children and parents are feeling about the work that they are being asked to do and any other concerns that they have.

Remote learning and online safety

We will ensure that we are doing everything we can to keep all children safe online. We will ensure that all staff who interact with children, including online, continue to look out for signs a child may be at risk. Any such concerns will be reported and recorded like any other safeguarding concern and where appropriate referrals will be made to children's social care and as required the police.

We will be aware of the impact the current circumstances can have on the mental health of those children (and their parents) who are working remotely, including when setting expectations of children's work.

We will ensure that we are monitoring how children and parents are feeling about the work that they are being asked to do and any other concerns that they have.

We will refer to the guidance on safeguarding and remote education , guidance from the UK Safer Internet Centre on safe remote learning and from the London Grid for Learning on the use of videos and livestreaming to help us plan online lessons and/or activities safely. We will seek advice from the Trust IT department where we have any concerns or questions.

We will ensure that any concerns are reported to the DSL or deputy and recorded.

We will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements. We will seek advice from the DPO where there are any concerns about a breach of the requirements.

We will issue guidance to parents to reinforce the importance of children being safe online. We will ensure that parents and carers are made aware of what their children are being asked to do online, including the sites they will be asked to access, and we will make it clear which members of school staff their children will interact with.

Safer Recruitment - Staff and Volunteers

We will comply with our legal duties regarding pre-appointment including having regard to part three of the statutory safeguarding guidance keeping children safe in education. We will follow the updated guidance issued by the Disclosure and Barring Service (DBS) guidance on standard and enhanced DBS ID checking to minimise the need for face-to-face contact.

Where we are recruiting volunteers, we will continue to follow the checking and risk assessment process as set out in paragraphs 183 to 188 of KCSIE. We will ensure that under no circumstances will a volunteer who has not been checked be left unsupervised or allowed to work in regulated activity.

For volunteers/supply teachers and casual staff who have had a 3-month break in service we will re-do any relevant checks. We will use the DBS Update Service if individuals are registered with the service.

Mixing of volunteers across groups will be kept to a minimum, and we will ensure that they remain 2 metres from pupils and staff where possible.

We will seek advice from the HR Department if there are any concerns about a member of staff or a volunteer's suitability to work with children.

Staff training and safeguarding induction

We will ensure that all school staff and volunteers are made aware of any new arrangements or changes to reporting and recording concerns, so they know what to do if they are worried about a child or an adult's behaviour towards children.

We will ensure that where new staff are recruited, or new volunteers enter the school, they will continue to be provided with a safeguarding induction.

Where we have new staff/volunteers on a temporary basis in response to COVID-19 we will judge, on a case-by-case basis, the level of safeguarding induction required. In most cases, the individuals will receive a copy of the receiving setting's safeguarding and child protection policy, confirmation of local processes and confirmation of DSL arrangements and contact details. We will also ensure that they are clear about how to report and record a concern. We will keep a signed record of what was included in the induction.