

Stathern C of E Primary School

Safeguarding Guidance for Schools (COVID-19 arrangements)

Rationale and Addendum to Policy

1. Rationale:

During the closure of schools aside from provision of childcare for pupils of Key Workers and vulnerable children we have received updated guidance from the government in respect of safeguarding.

The full guidance can be read here:

<https://www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers>

KCSIE guidance September 2020 is here:

<https://www.gov.uk/government/publications/keeping-children-safe-in-education--2>

2. What does this mean for us?

Schools priorities remain the same in that we should be trained in the latest updates and adhere to the principles in **Keeping Children Safe in Education 2020**.

Our priority is to keep children safe.

3. If we are working in school to provide childcare we should ***continue to report any safeguarding concerns immediately using existing systems as shared in our training.***

3.1 DSL/DDSL will be available – could be phone or possible online eg video call.

If there is no trained person on site due to staff restrictions, the senior member of staff on site should take responsibility for co-ordinating safeguarding. All staff should know who the available DSL/DDSL is each day and how they can be contacted. If there is a DSL/DDSL whose training has expired, they should continue in the role and be regarded as trained. The DSL is Karen Lambert and the DDSL is Helen Widdowson. We will ensure that there is availability – even if at the end of the phone rather than in person.

3.2 There is a new shared email account to be given to staff and parents for all safeguarding matters, ensuring continuity of coverage and allowing the LA safeguarding team to keep in touch with the DSL's. This email address is:

Safeguarding@stathern.leics.co.uk

3.4 During this time home learning will often be provided via the internet and online apps and activities. We will continue to consider online risks and how to protect children online (both in school and at home).

3.5 Reference should be made to the Covid-19 Addendum for further advice during this period for further information on how school will be supporting pupils.

4 Covid-19 Addendum to Policy:

Our COVID-19 Safeguarding Governor is Sarah Cross. Her email address is scross@stathern.leics.sch.uk

A Remote Learning Policy will be put in place, should a bubble or school closure be necessary again, that policy will be adhered to. But the following conditions **must** be considered.

1. How is school supporting children who are vulnerable?

Pupils that are identified as being vulnerable are being supported via regular contact. This may be in the form of emails and telephone calls. School will keep a record of contact made. Where pupils are vulnerable and it is advised that they are in school, taking due regard for staffing and family arrangements and circumstances, such as medical needs, and relevant advice at the time, then in school contact will be supported. Risk assessments will be completed for these children.

2. If parents do not answer calls and forms of contact:

We will follow up with other contact details held on file and make a risk assessment of next steps to be taken in each individual case. This may result in a home visit or a referral to Early Help / contact with other agencies as appropriate.

3. Absence for pupils agreed to be attending school:

If pupils are intended to be attending school but are not present, then our usual safeguarding procedures in contacting parents will be adhered to.

4. How is Safeguarding information being shared if you have students attending from other schools?

If, during the course of this pandemic and school closure, we are required to take students from other schools we will ensure that the DSL of each setting has regular communication to share information. Key information will be shared confidentially on a need to know basis to ensure the safety of pupils.

5. If staff are working online with students, the “code of conduct” must still be adhered to. This includes the responses from staff to pupils / families when communicating via email.

5.1. All emails to groups of parents should be Bcc.

5.2. Only use parent e-mail addresses.

5.3. Please ensure language and responses are not over familiar.

5.4. Should any emails give cause for concern - such as of a safeguarding nature - please contact the DSL.

6. Safeguarding Induction Procedures - process for staff from other schools who may need to join us:

Ensure risk assessments of staff are completed with reference to current employment – DBS, referencing etc.

Key safeguarding induction will take place so DSL / DDSL are known and procedures to be followed are clear.

Single Central Record will be maintained and updated.

7. If we were to use volunteers or recruit new staff, we will follow existing safer recruitment procedures and complete robust risk assessments.

This is an unlikely scenario, but this is the process we would follow. Remote interviewing may be used.

8. Alternative DSL arrangements in school due to absence.

In the event of the absence of both the DSL / DDSL (due to being unavailable even by phone) then a colleague at a neighbouring school would be appointed to support, in consultation with the LA.

9. There are no adjustments currently needed to how staff would report concerns about other adults working with children. This would be as documented in the Child Protection Policy. If the DSL / DDSL were unavailable due to absence (even by telephone) then staff in school would be informed of procedures to follow.

10. Reporting and managing incidences that occur in school, such as peer to peer abuse, will be individually risk assessed and managed in line with the original Child Protection Policy. Further advice will be sought as needed according to the completed risk assessment.

11. Supporting children online:

Children and families will be made aware of online tools to support internet safety. This will be through our website and our Newsletter.

12. Maintaining contact with children who are at home

The school will keep in regular contact to monitor the safety of pupils. Where contact cannot be made by e-mail, phone or visit, cases will be referred to LA Children's Services. Parents will be encouraged to inform DSLs of any safeguarding/welfare issues for pupils during the lockdown period.

13. Returning Children

The school will do all it reasonably can to ask parents and carers to advise of any changes regarding welfare, health and wellbeing that they should be aware of before a child returns.

14. Single Central Record

The SCR will be updated as normal during this period as school remains open.

5. Children with a Social Worker

The expectation is that these children will attend school unless it has been decided by the Social Worker and the family that it is not in the best interests of the child.

6. Working across schools

Staffs who are working across different schools should be made aware, through induction, of safeguarding processes within the setting as well as whom the DSL/DDSL is. A new 'Safeguarding Procedures' Booklet will be available to all staff and visitors.

If children are attending a different setting, then the receiving school should be made aware of any relevant welfare and child protection information.

Where appropriate the receiving school should receive copies of:

- Education and Health Care Plan
- Child in Need Plan
- Child Protection Plan
- Looked After Children – Personal Education Plan and name of their social worker as well as name of the Virtual School Head
- These should be received ideally before the child arrives but realistically as soon as possible. If DSL/DDSL not available to receive then a member of the SLT should do so.

7. Safer Recruitment

- If we are recruiting during this time we will continue to follow the safer recruitment guidelines in KCSIE Part 3.
- Under no circumstances will a volunteer who has not been checked be left unsupervised or allowed to work in regulated activity.

8. Mental Health

- **We will continue to be vigilant and aware of children's mental health and how this may present in changes in their behaviour.**

We will continue to support within school and signpost parents who are struggling with specific issues to services who may be able to support.

We will develop and maintain a wellbeing page on our school website for access in and out of school.

9. Working with Safe Guarding Partners

- Most communication channels will remain as normal e.g. First Response.
- Where partners are unable to come into school we will attempt to work with them remotely.
- Where there are concerns around service, the school will contact the LA/SENNA/NHS to discuss alternative arrangements.

This policy addendum should be reviewed as required by the Chair of Governors and Safeguarding Lead Governor and presented for approval to the Full Governing Body.

Log of changes and updates to the document:

Date	Page	Change	Approver
30/10/2020	All	Policy reviewed and all sections updated by new Headteacher Re number the addendum Amend section 1, 2, 3.1, 3.2 Add 3.3 Add email address to section 4 Amend section 6	