

# **Safeguarding / Child Protection Policy**

## **COVID-19 school closure arrangements for Safeguarding and Child Protection**

**Written**

March 2020

**Review By:** Personnel/Student Care and Discipline

Chair of Governors:	Mr M Gunasekara
Safeguarding Governor:	Mrs L O'Leary.
Head teacher:	Miss J Silverthorne
Designated Safeguarding Person:	Mr R King
Deputy Designated Safeguarding Person:	Mrs J Bates

The Extended Safeguarding Team:	Miss E Findlay	Mr N Smith
	Miss C Hamilton	Mrs B McGregor
	Mrs S Toward	Mrs C Green
	Mrs C Parnell	Mrs S Kirke
	Mrs P Wilson	Mrs L Pruden
	Mrs G Glue	Mrs H Marsh

## **1. Context**

From 20<sup>th</sup> March 2020 parents were asked to keep their children at home, wherever possible, and for schools to remain open only for those children of workers critical to the COVID-19 response - who absolutely need to attend.

Schools and all childcare providers were asked to provide care for a limited number of children - children who are vulnerable, and children whose parents are critical to the COVID-19 response and cannot be safely cared for at home.

This addendum of the Safeguarding, and Child Protection policy contains details of our individual safeguarding arrangements in the following areas:

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## Key contacts

Name and role:	Address, telephone and email address
School Designated Safeguarding Person Rob King	<a href="mailto:robking@bishopstopford.com">robking@bishopstopford.com</a> 01536 503503 or 07809658214
Head teacher Jill Silverthorne	<a href="mailto:jsilverthorne@bishopstopford.com">jsilverthorne@bishopstopford.com</a> 01536 503503
Nominated Governor Liz O’Leary	c/o <a href="mailto:office@bishopstopford.com">office@bishopstopford.com</a> 01536 503503
Deputy Designated Safeguarding Person Jacinta Bates	<a href="mailto:jbates@bishopstopford.com">jbates@bishopstopford.com</a> 01536 503503
The Wider Safeguarding team	<a href="mailto:safeguarding@bishopstopford.com">safeguarding@bishopstopford.com</a>
Local Authority Allegation Manager	Northamptonshire Multi-Agency Safeguarding Hub:  email <a href="mailto:MASH@northamptonshire.gcsx.gov.uk">MASH@northamptonshire.gcsx.gov.uk</a>  Phone 0300 126 1000 or 101
Local Authority Safeguarding Manager	
Local Authority Legal Services	
Local Authority Human Resources	
Children’s Social Care	
Out of Hours Duty Team	(01604) 626938
Health Authority	01536 410141
CAMHS	01536 313 850
Police Child Abuse Investigation Unit	101 and ask for the Abuse Investigation Unit
NSPCC Helpline	0808 800 5000

## **Vulnerable children**

Vulnerable children include those who have a social worker and those children and young people up to the age of 25 with education, health and care (EHC) plans.

Those who have a social worker include children who have a Child Protection Plan and those who are looked after by the Local Authority. A child may also be deemed to be vulnerable if they have been assessed as being in need or otherwise meet the definition in section 17 of the Children Act 1989.

Those with an EHC plan will be risk-assessed in consultation with the Local Authority and parents, to decide whether they need to continue to be offered a school or college place in order to meet their needs, or whether they can safely have their needs met at home. This could include, if necessary, carers, therapists or clinicians visiting the home to provide any essential services. Many children and young people with EHC plans can safely remain at home.

Eligibility for free school meals in and of itself is not the determining factor in assessing vulnerability.

The Designated Safeguarding Lead will create a list of the vulnerable student in the school and have the flexibility to offer a place to those on the edge of receiving children's social care support.

We will continue to work with and support children's social workers to help protect vulnerable children. This includes working with and supporting children's social workers and the local authority virtual school head (VSH) for looked-after and previously looked-after children.

There is an expectation that vulnerable children who have a social worker will attend an education setting, so long as they do not have underlying health conditions that put them at risk. In circumstances where a parent/carer does not want to bring their child to an education setting, and their child is considered vulnerable, we will explore the reasons for this directly with the parent. The school will refer to social service any student it feels is at increased risk because of the parental decision

## **Attendance monitoring**

Local authorities and education settings do not need to complete their usual day-to-day attendance processes to follow up on non-attendance.

We will contact the parents of the vulnerable students to assess whether they should be attending school – and then follow up on any pupil that they were expecting to attend, who does not. In addition we will also follow up with any parent or carer who has arranged care for their child(ren) and the child(ren) subsequently do not attend.

In all circumstances where a vulnerable child does not take up their place at school, or discontinues, we will notify their social worker.

## **Designated Safeguarding Lead**

The DSL (or deputy) will be available to be contacted via phone or online during normal working hours

Where a trained DSL (or deputy) is not on site, a senior leader will assume responsibility for co-ordinating safeguarding on site.

The safeguarding team will continue to update and manage access to child protection online management system, MyConcern and liaising with each other 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.

It is important that all staff and volunteers have access to a trained DSL (or deputy). Staff will be reminded regularly that the Safeguarding team can be contacted on the [safeguarding@bishopstpford.com](mailto:safeguarding@bishopstpford.com) email address.

The DSL (or deputies) will continue to engage with social workers, and attend all multi-agency meetings, which can be done remotely.

## **Reporting a concern**

Where staff have a concern about a child, they should continue to follow alert a member of the safeguarding team via [safeguarding@bishopstopford.com](mailto:safeguarding@bishopstopford.com) the DSL will then decide on the appropriate action.

Staff are reminded of the need to report any concern immediately and without delay.

Where staff are concerned about an adult working with children in the school, they should report the concern to the Head teacher. If there is a requirement to make a notification to the Head teacher whilst away from school, this should be done verbally and followed up with an email to the Head teacher.

Concerns around the Head teacher should be directed to the Chair of Governors:

[MGunasekara@bishopstopford.com](mailto:MGunasekara@bishopstopford.com)

## **Safeguarding Training and induction**

DSL training is very unlikely to take place whilst there remains a threat of the COVID 19 virus.

For the period COVID-19 measures are in place, a DSL (or deputy) who has been trained will continue to be classed as a trained DSL (or deputy) even if they miss their refresher training.

All existing school staff have had safeguarding training and have read part 1 of Keeping Children Safe in Education (2019).

The DSL should communicate with staff any new local arrangements, so they know what to do if they are worried about a child.

Where new staff are recruited, or new volunteers start to work at Bishop Stopford they will continue to be provided with a safeguarding training as part of their induction (this could include online training).

If staff are deployed from another education or children's workforce setting to our school, we will take into account the DfE supplementary guidance on safeguarding children during the COVID-19 pandemic and will accept portability as long as the current employer confirms in writing that:-

- the individual has been subject to an enhanced DBS and children's barred list check

- there are no known concerns about the individual's suitability to work with children
- there is no ongoing disciplinary investigation relating to that individual

Upon arrival, they will be given a copy of the receiving setting's child protection policy, confirmation of local processes and confirmation of DSL arrangements.

### **Safer recruitment/volunteers and movement of staff**

It remains essential that people who are unsuitable are not allowed to enter the children's workforce or gain access to children. When recruiting new staff, we will continue to follow the relevant safer recruitment processes for their setting, including, as appropriate, relevant sections in part 3 of Keeping Children Safe in Education (2019) (KCSIE).

In response to COVID-19, the Disclosure and Barring Service (DBS) has made changes to its guidance on standard and enhanced DBS ID checking to minimise the need for face-to-face contact.

As a school we will:

- Follow the checking and risk assessment process as set out in paragraphs 167 to 172 of KCSIE. Under no circumstances will a volunteer who has not been checked be left unsupervised or allowed to work in regulated activity.
- Follow the legal duty to refer to the DBS anyone who has harmed or poses a risk of harm to a child or vulnerable adult. Full details can be found at paragraph 163 of KCSIE.
- Consider and make referrals to the Teaching Regulation Agency (TRA) as per paragraph 166 of KCSIE and the TRA's 'Teacher misconduct advice for making a referral. During the COVID-19 period all referrals should be made by emailing [Misconduct.Teacher@education.gov.uk](mailto:Misconduct.Teacher@education.gov.uk)
- Keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE.

## **Online safety in schools and colleges**

Bishop Stopford School will continue to provide a safe environment, including online. This includes the use of an online filtering system.

Where students are using computers in school, appropriate supervision will be in place.

## **Children and online safety away from school and college**

It is important that all staff who interact with children, including online, continue to look out for signs a child may be at risk. Any such concerns should be dealt with as per the Child Protection Policy and where appropriate referrals should still be made to children's social care and as required, the police.

Online teaching should follow the same principles as set out in the working from home guidance sent to all staff and the staff code of safe conduct.

We will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements.

Below are some things to consider when delivering virtual lessons, especially where webcams are involved:

- No 1:1s, groups only
- Staff and children must wear suitable clothing, as should anyone else in the household.
- Any computers used should be in appropriate areas, for example, not in bedrooms; and the background should be blurred.
- The live class should not be recorded.
- Live classes should be kept to a reasonable length of time, or the streaming may prevent the family 'getting on' with their day.
- Language must be professional and appropriate, including any family members in the background.
- It is advisable for staff to record, the length, time, date and attendance of any sessions held.

## **Supporting children not in school**

Bishop Stopford School is committed to ensuring the safety and wellbeing of all its Children and Young people.

Where the safeguarding team has identified a child to be on the edge of social care support, or who would normally receive pastoral-type support in school, we will have a communication plan in place for that child or young person.

Details of this plan are shared with all members of the safeguarding team and a record of contact recorded on MyConcern

The communication plans can include; remote contact, phone contact, door-step visits. Other individualised contact methods should be considered and recorded.

This plan will be reviewed weekly at a safeguarding team virtual meeting and where concerns arise, the DSL will consider any referrals as appropriate.

The school will share safeguarding messages on its website and social media pages.

We recognise that school is a protective factor for children and young people, and the current circumstances, can affect the mental health of pupils and their parents/carers. All staff will be made aware of this in setting expectations of pupils' work where they are at home.

Bishop Stopford School will ensure that where we care for children of critical workers and vulnerable children on site, we ensure appropriate support is in place for them.

## **Supporting children in school**

### **Bishop Stopford School:**

Is committed to ensuring the safety and wellbeing of all its students.

- Will continue to be a safe space for all children to attend and flourish. The Head teacher will ensure that appropriate staff are on site and staff to pupil ratio numbers are appropriate, to maximise safety.
- Will refer to the Government guidance for education and childcare settings on how to implement social distancing and continue to follow the advice from Public Health England on handwashing and other measures to limit the risk of spread of COVID19.
- Will ensure that where we care for children of critical workers and vulnerable children on site, we ensure appropriate support is in place for them.

### **Peer on Peer Abuse**

During the closure a revised process may be required for managing any report of such abuse and supporting victims.

Where a school receives a report of peer on peer abuse, they will follow the principles as set out in part 5 of KCSIE and of those outlined within of the Safeguarding policy.

The school will listen and work with the young person, parents/carers and any multiagency partner required to ensure the safety and security of that young person.

Concerns and actions must be recorded on MyConcern and appropriate referrals made.