Child Protection and Safeguarding: COVID-19 Addendum

Richard Glenny   **Ratified by Governors:**   **MARCH 2021**

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Contents

Important contacts

ROLE	NAME	CONTACT DETAILS
Designated Safeguarding Lead (DSL)	Richard Glenny	01590 677033 [school hours] Outside school hours DSL mobile 07970 468040 [4-7pm weekdays during term]
Deputy DSL	Kerrie McAdam	01590 677033 [school hours]
DSL- trained staff,	P Main J Emmel H Yates T Ritchie S Fuell L Bilsborough	01590 677033
Local authority designated officer (LADO)	Mark Blackwell	01962 876364

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ROLE	NAME	CONTACT DETAILS
Headteacher	Pete Main	01590 677033 headteacher@priestlands.org
Chair of governors	Kevin Harriman	kevin.harriman@priestlands.org
Governor with responsibility for safeguarding	Jo Hillier	jo.hillier@priestlands.org

1. Scope and definitions

This addendum applies from 8th March 2021 as the school fully re-opens following school closure due to COVID-19, and reflects updated advice from our 3 local safeguarding partners [Hampshire and Isle of Wight Partnership of Clinical Commissioning Groups, Hampshire Constabulary] and local authority (LA) [Hampshire County Council].

It sets out changes to our normal child protection policy in light of the Department for Education's guidance Schools coronavirus (COVID-19) operational guidance (publishing.service.gov.uk) [February 2021] and should be read in conjunction with that policy.

NB Unless covered here, our normal child protection policy continues to apply.

The Department for Education's (DfE's) definition of 'vulnerable children' includes 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 plan [EHCP]
- 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:
  - o 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
  - o adopted children or children on a special guardianship order
  - o those at risk of becoming NEET ('not in employment, education or training')
  - o those living in temporary accommodation
  - o those who are young carers
  - o those who may have difficulty engaging with remote education at home (for example due to a lack of devices or quiet space to study)
  - o care leavers
  - o 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

2. Core safeguarding principles

We will still have regard to the statutory safeguarding guidance, Keeping Children Safe in Education.

As all children return to school we will continue to carry out robust risk assessments according to the Department for Education's guidance document, Schools coronavirus (COVID-19) operational guidance (publishing.service.gov.uk)

We are still following these important safeguarding principles:

> The best interests of children must come first

> If anyone has a safeguarding concern about any child, they should continue to act on it immediately

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- A designated safeguarding lead (DSL) or deputy should be available at all times (see section 4 for details of our arrangements)
- It's essential that unsuitable people don't enter the school workforce or gain access to children
- Children should continue to be protected when they are online. All staff must be vigilant to the risks that children can be exposed to online, acting swiftly if they are concerned.

3. Reporting concerns

All staff and volunteers must continue to act immediately on any concerns they have about a child. It is still vitally important to do this. If concerned, **speak to** the DSL or a DSL-trained member of staff without delay; once you have **passed the baton verbally** you will then need record on CPOMS.

Now that students have returned to school our staff have 'eyes on' the students on a daily basis. Where staff are communicating with students learning remotely due to self-isolation they should report any concerns according to normal school procedures.

Because staff may be in communication with students via Microsoft Teams it is possible that a member of staff may have a safeguarding concern outside of normal school hours on a weekday during term. In such cases the member of staff should report the concern, at the earliest opportunity, according to normal school procedures. If staff feel the concern cannot wait they should use the Hants Out of Hours number [given in section 5] or dial 999 in an emergency.

As a reminder, all staff should continue to work with and support children's social workers, where they have one, to help protect vulnerable children.

4. DSL (and deputy) arrangements

Richard Glenny is the DSL. Kerrie McAdam is the Deputy DSL. All members of SLT, and Leyla Bilsborough are DSL-trained. All members of DSL-trained staff will, from March, be in school on most days.

5. Working with other agencies

We will continue to update this addendum where necessary, to reflect any updated guidance from:

- Our 3 local safeguarding partners;
- The local authority - about children with education, health and care (EHC) plans; the local authority designated officer and children's social care, reporting mechanisms, referral thresholds and children in need

It remains the case that **anyone can report a concern to Children's Services**:

In the highly unlikely event of staff being unable to report a concern using the school system that is in place they should phone Hants Children's Services on 0300 555 1384 / 01329 225379 or 0300 500 1373 [Hants Out of Hours number]

6. Monitoring attendance

Following the Government's announcement that schools should re-open fully for all year groups and for all children of statutory school age on school roll, school attendance will be mandatory from 8th March 2021. From this point the school will observe the Hampshire Code of Conduct. We will follow Schools coronavirus (COVID-19) operational guidance (publishing.service.gov.uk) and record attendance in accordance with the Education (Pupil Registration) (England) Regulations 2006 (as amended) for all pupils.

We will also respond appropriately to any future guidelines from the DfE and Public Health England. The usual rules on school attendance apply, including:

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• parents' duty to secure their child's regular attendance at school (where the child is a registered pupil at school, and they are of compulsory school age

• the ability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct

We will provide access to remote education for:

- The small number of students unable to attend, in line with public health advice, because they are self-isolating or have had a positive test-result.

- Any students who may be temporarily absent because they have been advised to shield due to a rise in rates of the disease in their local area

- Any student who is unable to attend because they are complying with clinical or public health advice

We will carry out early identification of students who are reluctant or anxious to return, and students whose history of attendance has been a concern. We will intervene as appropriate to support such students to return to school, putting in place a plan where needed. We will work closely with other agencies and will continue to notify the child's social worker, if they have one, of non-attendance.

7. Peer-on-peer abuse

We will continue to follow the principles set out in part 5 of Keeping Children Safe in Education when managing reports and supporting victims of peer-on-peer abuse.

Staff should continue to act on any concerns they have immediately

We will continue to follow procedures in our policy Reducing the Risk of and Managing Allegations of Peer on Peer Abuse.

8. Concerns about a staff member or volunteer

We will continue to follow the principles set out in part 4 of Keeping Children Safe in Education.

Staff should continue to act immediately on any concerns they have about a staff member, volunteer or adult on site. Any concern should be reported to the Headteacher. Any concern about the Headteacher should be reported to the Chair of Governors.

We will continue to refer adults who have harmed [or pose a risk of harm to] a child or vulnerable adult, to the Disclosure and Barring Service (DBS).

We will continue to refer potential cases of teacher misconduct to the Teaching Regulation Agency. We will do this using the email address Misconduct.Teacher@education.gov.uk for the duration of the COVID-19 period, in line with government guidance.

9. Safeguarding children attending school

As students return to school staff will be alert to the fact that they may identify new safeguarding concerns about individual students as they see them in person much more regularly again.

The school will do all it reasonably can to find out from parents about any changes in welfare, health and wellbeing that we should be aware of before the child returns.

The school will continue to carry out robust risk assessment in order to provide and maintain a safe learning environment for students and staff. Clear guidance about protocols and conduct will be shared with students, parents and staff; this includes review and update of the school Behaviour Policy.

10. Safeguarding children not attending school

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10.1 Contact plans for those not attending

We will have contact plans for children who are unable to attend for the reasons outlined in section 6.

Unless we have concerns about the child our contact will be through daily tutor time and lessons on Microsoft Teams. Where we may have safeguarding concerns about a child not attending we will put in place plans for regular welfare check-ins.

These plans will set out:

> How often the school will make contact

> Which staff member(s) will make contact

> How they will make contact

We will agree these plans, where appropriate, with children's social worker where relevant, and will review them fortnightly.

If we are unable to make contact, we will follow Hampshire Children's Services procedures, or, in an emergency, police.

10.2 Safeguarding all children

Staff and volunteers are aware that periods of school closure have potentially put all children at greater risk.

Staff should especially consider aspects of **contextual safeguarding** [the wider environmental factors that may be present in a child's life that are a threat to their safety and / or welfare] which may have increased during school closure.

Staff and volunteers will continue to be alert to any signs of abuse, or effects on pupils' mental health that are also safeguarding concerns, and act on concerns immediately. In particular, staff will be aware that most children are likely to have spent much more time online (see section 11 below).

11. Online safety

Working with children

We will continue to have appropriate filtering and monitoring systems in place in school.

If IT staff are unavailable, our contingency plan is in the IT Disaster Recovery Plan [attached].

Where staff are interacting with children online, they will continue to follow our existing Staff Code of Conduct and our Acceptable Use of ICT policies.

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

Any staff delivering live online lessons will receive training and will adhere to whichever is appropriate from: **Priestlands guidelines for staff delivering music lessons using Google Meet [Appendix 2]; Priestlands teachers using Zoom [Appendix 3]** Priestlands MS Teams Protocol [Appendix 5];

Below are some things for staff to consider [especially where webcams are involved] when planning and delivering online learning:

- No 1:1s, groups only unless agreed with the headteacher. In all cases, only where staff have undergone specific training arranged by the school.
- Staff and children must wear suitable clothing, as should anyone else in the household.
- Any computers used should be in appropriate areas, ie not in bathrooms and, ideally, not in bedrooms; the background view should be as plain as possible and must not include anything inappropriate - eg offensive images, words, items.
- Language must be professional and appropriate
- Set clear boundaries to conversation content so as never to be misconstrued as over-familiar

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- Staff must only use school email address and platforms provided by / approved by Priestlands School to communicate with pupils

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 according to the Child Protection Policy and, where appropriate, referrals should still be made to children's social care and, as required, to the police.

Staff will continue to be alert to signs that a child may be at risk of harm online, and act on any concerns immediately, following our normal reporting procedures.

We will make sure children know how to report to school any concerns they have, and we will continue to signpost them to other sources of support.

Working with parents and carers

We will make sure parents and carers:

> Know what our school is asking children to do online, including what sites they will be using and who they will be interacting with from our school

> Are provided with regular, up to date advice [via messaging / email and the **PriestlandsSAFE** pages on the school website] so that they know where else they can go for support to keep their children safe online

> Where appropriate, agree to whichever is relevant from: *Priestlands guidelines and safeguarding instructions for parents/carers whose children are receiving live online instrumental or vocal lessons* **[Appendix 1]**; *Priestlands Zoom agreement [Appendix 4]*

12. Mental Health

We will continue to offer our current support for mental health for all pupils, either face to face for those in school or through welfare check-in phone calls.

We will also signpost all pupils, parents and staff to other resources to support good mental health at this time.

When setting expectations for any pupils learning remotely and not attending school, teachers will bear in mind the potential impact of the current situation on both children's and adults' mental health.

13. Safeguarding induction and training

We will make sure staff and volunteers are aware of changes to our procedures and local arrangements.

New staff and volunteers will continue to receive:

> A safeguarding induction and support to complete the online training modules.

> Copies of our children protection policy (and this addendum) and Keeping Children Safe in Education Part 1

14. Monitoring arrangements

This policy will be reviewed as guidance from the 3 local safeguarding partners, the LA or DfE is updated, and as a minimum every 4 weeks by Richard Glenny. It will be a standing agenda item on all Governors' meetings until further notice. At every review, updates will be discussed with the safeguarding governor and will be approved by the full governing board.

Ratified by Governors 24.04.2020

Updated and ratified by Governors 20.05.20

Reviewed by SLT 20.07.20

Updated, reviewed and ratified by Governors 20.01.21

Reviewed and ratified by Governors 24.03.21

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15. Links with other policies

This policy links to the following policies and procedures:

- Child Protection Policy
- Safeguarding Policy
- Staff Code of Conduct
- Modification to Attendance Policy: Covid-19 addendum
- Modification to Behaviour Policy: COVID-19 addendum
- Staff Acceptable Use of ICT Policy
- Health and Safety policy
- E-safety policy
- IT Disaster recovery plan

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