

## Endon Hall Primary & Nursery School

'Learning Together and having fun'



### COVID-19 SAFEGUARDING AND CHILD PROTECTION POLICY UPDATE

(TO BE READ IN CONJUNCTION WITH OUR WHOLE SCHOOL POLICY FOR SAFEGUARDING, INCORPORATING CHILD PROTECTION)

Updated 30<sup>th</sup> March 2020, in line with DfE Covid-19 Safeguarding in schools, colleges and other providers' guidance

[safeguarding in schools, colleges and other providers](#)

**SCHOOL NAME:** Endon Hall Primary & Nursery School

**POLICY OWNER:** Miss V Lewis (HT/DSL)

**DATE OF UPDATE:** 30.3.2020

**DATE SHARED WITH STAFF:** 31.3.2020

#### CONTEXT

From 20<sup>th</sup> March 2020 parents/carers were asked to keep their children at home, wherever possible, and for schools to remain open to provide care only for those children of workers critical to the COVID-19 response - who absolutely need to attend and cannot be safely cared for at home.

**This is an addendum to Endon Hall Primary & Nursery School's Safeguarding and Child Protection Policy.**

**Name of school:** Endon Hall Primary & Nursery School

#### Key contacts:

Designated Safeguarding Lead – Miss V Lewis

Deputy Designated Safeguarding Lead – Mrs C Ward

SENCo/Vulnerable children Lead/AHT – Mrs G Fairhall

Chair of Governors – Mr D Higgins

Safeguarding Governor – Mrs C Soboljew

## **Vulnerable children**

Vulnerable children include those who have a social worker and those children up to the age of 25 with an Education, Health and Care (EHC) plan.

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 e.g. subject to an Early Help Assessment and/or Child in Need Plan or otherwise meet the definition in Section 17 of the Children Act 1989.

Endon Hall Primary & Nursery School recognises that previously looked after children are a potentially vulnerable group who may not have a social worker and will consider the support and offer to this cohort of children. In particular, families and friend's carers may need additional support. Some previously looked after children may still have significant emotional wellbeing needs linked to their journey into care. Education settings have a key role in supporting the stability of those children with special guardianship orders or in adoptive homes.

Those with an EHC plan will be risk-assessed in consultation with the Local Authority and parents/carers, to decide whether they need to continue to be offered a school 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 with EHC plans can safely remain at home.

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

Senior leaders, especially the Designated Safeguarding Lead (DSL), Deputy Designated Safeguarding Lead (DDSL) and SENCo/Vulnerable children Lead know who our most vulnerable children are. They have the flexibility to offer a place to those on the edge of receiving children's social care support.

Endon Hall Primary & Nursery School 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. We will work with social workers to ensure that Personal Education Plans (PEPs) for Looked After Children are up to date with the current education offer that looked after children are accessing.

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, the social worker and school will explore the reasons for this directly with the parent/carer.

Where parents/carers are concerned about the risk of the child contracting COVID-19, the social worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England.

Endon Hall Primary & Nursery School will encourage our vulnerable children to attend a school, including remotely if needed.

## **Attendance monitoring**

Local Authorities and education settings no longer need to complete their usual day-to-day attendance processes to follow up on non-attendance. The DfE has introduced a [daily online attendance form](#) to keep a record of children of critical workers and vulnerable children who are attending school. This allows for a record of attendance for safeguarding purposes and allows schools to provide accurate, up-to-date data to the department on the number of children taking up places.

Endon Hall Primary & Nursery School and social workers will agree with parents/carers whether children in need should be attending school. We will then follow up on any child that they were expecting to attend, who does not. We will also follow up with any parent/carer who has arranged care for their child(ren) and the child(ren) subsequently do not attend.

To support the above, Endon Hall Primary & Nursery School will, when communicating with parents/carers and carers, confirm emergency contact numbers are correct and ask for any additional emergency contact numbers where they are available.

In all circumstances where a vulnerable child does not take up their place at school, or discontinues, Endon Hall Primary & Nursery School will notify the relevant social worker.

In Endon Hall Primary & Nursery School the optimal scenario is to have a trained DSL/DDSL available on site. Where this is not the case a trained DSL/DDSL will be available to be contacted via phone or online video - for example, when working from home.

Where a trained DSL/DDSL is not on site, in addition to the above, our SENCo/Vulnerable children Lead will support the wider responsibility for co-ordinating safeguarding on site. This might include updating and managing systems and liaising with the offsite DSL/DDSL and, as required, liaising with children's social workers where they require access to children in need and/or to carry out statutory assessments.

It is important that all staff and volunteers have access to a trained DSL/DDSL. Staff on site know how to contact the HT/DSL as and when required.

The DSL and SENCo/Vulnerable children Lead will engage with social workers and attend all multi-agency meetings where required, which can be done remotely.

### **Reporting a concern**

Where staff have a concern about a child, they should continue to follow the process outlined in Endon Hall Primary & Nursery School's Safeguarding & Child Protection Policy.

Staff have been reminded (27.3.2020) of the need to report any concern immediately and without delay, via completion of the electronic version of our Concerns Proforma, which is to be submitted via e-mail (following password protection being applied to the document) to the DSL, with a follow up text message sent.

Where staff are concerned about an adult working with children at Endon Hall Primary & Nursery School, they should report the concern to the Headteacher via telephone, then follow it up with an email.

Concerns around the Headteacher should be directed to the Chair of Governors, via e-mail in the first instance (Chair of Governors e-mail address provided to staff on 31.3.2020). Endon Hall Primary & Nursery School will continue to offer support in the process of managing allegations.

### **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/DDSL who has been trained will continue to be classed as a trained DSL/DDSL even if they miss their refresher training.

All existing school staff have had Level 1 safeguarding training (this was due to be repeated in full on 13.5.2020) 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. This will include contact numbers and emails for DSL's/DDSLs' if not on site.

Where new staff are recruited they will continue to be provided with a safeguarding induction.

If staff are deployed from another education or children's workforce setting **OUTSIDE** Endon Hall Primary & Nursery 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 original school 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

For movement amongst schools, Endon Hall Primary & Nursery School should seek assurance from the donor school that the member of staff has received appropriate safeguarding training. Upon arrival, they will be given a copy of the receiving setting's Safeguarding & Child Protection Policy, confirmation of local processes and confirmation of DSL/DDSL 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, Endon Hall Primary & Nursery School 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.

Where volunteers are utilised we will continue to follow the checking and risk assessment process as set out in paragraphs 167 to 172 of KCSIE (2019). Under no circumstances will a volunteer who has not been checked be left unsupervised or allowed to work in regulated activity.

Endon Hall Primary & Nursery School will continue to 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 (2019).

Endon Hall Primary & Nursery School will also continue to 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 any referrals should be made by emailing:

Misconduct.Teacher@education.gov.uk

Whilst acknowledging the challenge of the current National emergency, it is essential from a safeguarding perspective that we are aware, on any given day, which staff/volunteers will be in school and that appropriate checks have been carried out, especially for anyone engaging in regulated activity. As such, Endon Hall Primary & Nursery School will continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE.

### **Online safety for children on the school site**

We will continue to provide a safe environment in school, including online. This includes the use of an online filtering system. Where children are using computers in school, appropriate supervision will be in place.

### **Children and online safety away from the school site**

It is important that all staff who interact with children, including online, continue to look out for signs that a child may be at risk. Any such concerns should be dealt with as per our Safeguarding & Child Protection Policy and/or our Online Safety Policy. 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 Endon Hall Primary & Nursery School's code of conduct and policy.

Endon Hall Primary & Nursery School will ensure that any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements.

### **Supporting children not in school**

Endon Hall Primary & Nursery School is committed to ensuring the safety and wellbeing of all its children.

Where the DSL has identified a child to be on the edge of social care support, or who would normally receive pastoral-type support in school, they should ensure that a robust communication plan is in place for that child.

Details of this plan must be recorded as should a record of contact be made.

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

Endon Hall Primary & Nursery School's DSL will work closely with all stakeholders to maximise the effectiveness of any communication plan. This plan must be reviewed regularly (at least once a fortnight) and where concerns arise, the DSL will consider any referrals as appropriate. Endon Hall Primary & Nursery School will share safeguarding messages on its website and social media pages.

Endon Hall Primary & Nursery School recognises that it is a protective factor for children and that the current circumstances can affect the mental health of children and their parents/carers. All staff are aware of this in setting expectations of children's work whilst they are at home.

Endon Hall Primary & Nursery School will ensure that, where they care for children of critical workers and vulnerable children on site, appropriate support is in place for them.

### **Supporting children on site**

Endon Hall Primary & Nursery School is committed to ensuring the safety and wellbeing of all its children. Our school will continue to be a safe space for all children who attend to flourish. Our Governors and Headteacher will ensure that appropriate staff are on site and that staff to pupil ratio numbers are appropriate, to maximise safety.

Endon Hall Primary & Nursery School 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 COVID-19. They 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.

Where Endon Hall Primary & Nursery School has concerns about the impact of staff absence – such as the DSL or first aiders – they will discuss them immediately with the Chair of Governors.

### **Peer on Peer Abuse**

Endon Hall Primary & Nursery School recognises that, during the closure, a revised process may be required for managing any report of such abuse and supporting victims. Where we receive a report of peer on peer abuse, we will follow the principles as set out in Part 5 of KCSIE (2019) and of those outlined within the Safeguarding & Child Protection Policy. Our staff will listen to and work with the child, parents/carers and any multiagency partner required to ensure the safety and security of that child.

Concerns and actions will be recorded and appropriate referrals made.

### **USEFUL CONTACT NUMBERS**

FIRST RESPONSE PHONE NUMBER	0800 1313 126
DUTY LADO (Local Authority Designated Officer)	Contact via First Response 0800 1313 126
NSPCC	0808 800 5000
VIRTUAL HEADTEACHER	<a href="mailto:virtual.school@staffordhsire.gov.uk">virtual.school@staffordhsire.gov.uk</a>