



Wickham Common
Primary School

Temporary Policy Addendum:

COVID-19 school closure arrangements for Safeguarding and Child Protection at Wickham Common Primary School

This Policy addendum is effective from 5th January 2021

Wickham Common Primary School

Date: January 2021

Date shared with staff:

Approved by the Governors:

Context

To support public health efforts to arrest the rising cases of Covid-19 (Coronavirus), on 4th January 2021, The Prime Minister announced a new national lockdown for England, with people instructed to "stay at home" as they did during March's first lockdown.

All primary schools, secondary schools and colleges were instructed to move to online learning.

Key contacts

Remain as per the School Safeguarding Policy.

Vulnerable children

Vulnerable children and young people 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.

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

Senior leaders, especially the Designated Safeguarding Lead (and deputies) 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.

Wickham Common Primary 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. The lead person for this will be: Bethan Liston

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 increased risk.

In circumstances where a parent does not want to bring their child to an education setting, and their child is considered vulnerable, the social worker and Wickham Common Primary School will explore the reasons for this directly with the parent.

Where parents are concerned about the risk of the child contracting COVID19, Wickham Common Primary School or the social worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England.

Wickham Common Primary School will encourage our vulnerable children and young people to attend a school, including remotely if needed.

Critical workers

Parents whose work is critical to the coronavirus (COVID-19) and EU transition response include those who work in health and social care and in other key sectors outlined in the Govt guidance issued 08.01.21 'Children of critical workers and vulnerable children who can access schools or educational settings'

<https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-educational-provision/guidance-for-schools-colleges-and-local-authorities-on-maintaining-educational-provision>

Attendance monitoring

In mainstream schools, pupils who are not expected to be in school, should be recorded as 'code X'.

Children for whom on-site provision is being provided should be recorded in line with the normal school attendance requirements.

Shielding advice is currently in place, all children deemed clinically extremely vulnerable are advised not to attend school.

Wickham Common Primary School, and social workers where relevant, will agree with parents/carers whether vulnerable children should be attending school. Wickham Common primary School will then follow up on any pupil that they were expecting to attend school, who does not.

Wickham Common Primary School 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.

Phone calls will be made to the parents/carers in these circumstances.

To support the above, Wickham Common Primary 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 child is 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 does not take up their place at school, or discontinues, Wickham Common Primary School will notify their social worker.

Designated Safeguarding Lead

Wickham Common Primary School has a Designated Safeguarding Lead (DSL) and Deputy DSLs.

The Designated Safeguarding Lead is: Deborah Allis

The Deputy Designated Safeguarding Leads are: Rachel Stevenson/Bethan Liston

The optimal scenario is to have a trained DSL (or deputy) available on site. Where this is not the case a trained DSL (or deputy) will be available to be contacted via phone or online video - for example when working from home.

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

This might include updating and managing access to child protection online management system, Safeguard Software and 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.

Wickham Common Primary School staff and volunteers will have access to a trained DSL (or deputy).

The DSL 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 the process outlined in the school Safeguarding Policy, this includes making a report via Safeguard Software, which can be done remotely. This must be logged as soon as possible on the day the concern is raised.

If a serious concern is raised out of hours, the staff member should report the concern on Safeguard Software and contact the DSL/DDSL

In the unlikely event that a member of staff cannot access their Safeguard Software from home, they should email the DSL.

Staff are reminded of the need to report any concern as soon as possible and without delay.

Where staff are concerned about an adult working with children in the school, they should report the concern to the Headteacher.

Concerns around the Headteacher should be directed to the Chair of Governors via email.

The Multi-Academy Trust will continue to offer support in the process of managing allegations.

Safeguarding Training and induction

All existing school staff have had safeguarding training and have read part 1 of Keeping Children Safe in Education (2020). 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 enter Wickham Common Primary School, they will continue to be provided with a safeguarding induction.

Designated Safeguarding Lead training

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.

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.

All recruitment and Human Resources procedures are handled by the Central Team at The Compass Academy Trust.

When recruiting new staff, Wickham Common Primary 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 (2020) (KCSIE).

Wickham Common Primary 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.

Wickham Common Primary School will 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.

Whilst acknowledging the challenge of the pandemic, it is essential from a safeguarding perspective that the DSL/DDSL are aware, on any given day, which staff will be in the school, and that appropriate checks have been carried out, especially for anyone engaging in regulated activity.

As such, Wickham Common Primary School will continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE.

Online safety in schools and colleges

Wickham Common Primary 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 will follow the Compass Academy Trust Protocol for Microsoft Teams. Teachers have gone through the Protocol with the children as part of 'Welcome to Microsoft Teams' meetings. All parents have received a copy of the Protocol via email and teachers have also directed them to it as part of their regular phone calls.

Online safety is continually highlighted thorough explicit teaching using resources from reputable sources such as the NSPCC. In addition, resources to help parents ensure their children are safe when online at home are often included in the Headteacher's weekly newsletter.

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

Supporting children not in school

Wickham Common Primary School is committed to ensuring the safety and wellbeing of all its Children and Young people.

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 or young person and a record of contact made.

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

Wickham Common Primary School recognises 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.

Teachers at Wickham Common Primary School need to be aware of this in setting expectations of pupils' work where they are at home.

Where school staff working from home are communicating with parents and children via telephone they must ensure their phone is set to 'no caller id'.

Supporting children in school

Wickham Common Primary School is committed to ensuring the safety and wellbeing of all its students.

Wickham Common Primary School will continue to be a safe space for all children to attend and flourish. The Headteacher will ensure that appropriate staff are on site and staff to pupil ratio numbers are appropriate, to maximise safety.

Wickham Common Primary 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 COVID19.

Where Wickham Common Primary School has concerns about the impact of staff absence – such as our Designated Safeguarding Lead or first aiders – it will be discussed immediately with the Trust.

Peer on Peer Abuse

Wickham Common Primary School recognises that 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 Child Protection Policy.

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

Concerns and actions must be recorded on Safeguard Software and appropriate referrals made.