



# Goodrich Church of England Primary School

## Child protection and safeguarding: COVID-19 addendum

**Headteacher:** Mrs. Karen Miles

**Chair of Governors:** Mrs. Rose Webb

**Policy creation date:** March 2020  
**1<sup>st</sup> Policy Review Date:** 25<sup>th</sup> March 2020

**Policy review date:** As information changes

## 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.

On the 19<sup>th</sup> May, the DFE published updated guidance for safeguarding policy and practice in educational settings with regards to the possible opening of establishments to more children from 1<sup>st</sup> June. The guidance can be found 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>

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

<b>1. Context</b> .....	<b>1</b>
<b>2. Vulnerable children</b> .....	<b>2</b>
<b>3. Attendance monitoring</b> .....	<b>2</b>
<b>4. Designated Safeguarding Lead</b> .....	<b>3</b>
<b>5. Reporting a concern</b> .....	<b>3</b>
<b>6. Safeguarding Training and induction</b> .....	<b>4</b>
<b>7. Safer recruitment/volunteers and movement of staff</b> .....	<b>4</b>
<b>8. Online safety in schools and colleges</b> .....	<b>5</b>
<b>9. Children and online safety away from school and college</b> .....	<b>5</b>
<b>10. Supporting children not in school</b> .....	<b>5</b>
<b>11. Supporting children in school</b> .....	<b>6</b>
<b>12. Peer on Peer Abuse</b> .....	<b>6</b>
<b>13. Support from the Governing Body</b> .....	<b>6</b>

## Key contacts

Role	Name	Contact number	Email
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Chair of Governors	Rose Webb	01600 890329	<a href="mailto:rosewebb55@outlook.com">rosewebb55@outlook.com</a>
Administrator	Julie Blake	01600 890422	<a href="mailto:admin@goodrich.hereford.sch.uk">admin@goodrich.hereford.sch.uk</a>

## **2. 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 should not be the determining factor in assessing vulnerability.

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

Goodrich Church of England 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: Karen Miles. The DSL or DDSL will always be at school, if both are self isolating- a contact will be identified from a local school to fulfil this role.

*Vulnerable children's attendance is expected, where it is appropriate for them' (that is, where there are no shielding concerns for the child or their household, and/or following a risk assessment for children with an EHC plan).* We will continue to notify social workers where children with a social worker do not attend. They should also continue to follow up with any parent or carer whose child has been expected to attend and doesn't.

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

Goodrich Church of England Primary School will encourage our vulnerable children and young people to attend a school, including remotely if needed.

## **3. Attendance monitoring**

We will resume taking our attendance register from 1<sup>st</sup> June. However parents and carers will not be penalised if their child does not attend educational provision. We will follow up on day to day attendance only when we are expecting a child and they do not arrive.

We will also continue to ensure prompt and robust information sharing if a child moves educational establishment.

Goodrich Church of England Primary School and social workers will agree with parents/carers whether children in need should be attending school. In all circumstances where a vulnerable child does not take up their place at school, or discontinues, Goodrich Church of England Primary School will notify their social worker.

#### **4. Designated Safeguarding Lead**

Goodrich Church of England Primary School has a Designated Safeguarding Lead (DSL) and a Deputy DSL.

The Designated Safeguarding Lead is: Karen Miles

The Deputy Designated Safeguarding Lead is: Lisa Taylor

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.

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 in liaison with an identified local DSL from another local primary school.

This might include updating and managing access to child protection online management system, CPOMS 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 or college.

It is important that all Goodrich Church of England Primary School staff and volunteers have access to a trained DSL (or deputy). On each day staff on site will be made aware of that person is and how to speak to them.

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

#### **5. 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 Scholarpack, which can be done remotely.

In the unlikely event that a member of staff cannot access Scholarpack from home, they should email the Designated Safeguarding Lead, and the Deputy Designated Safeguarding Lead. This will ensure that the concern is received.

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 use a concern form to report the concern to the Headteacher. If there is a requirement to make a notification to the Headteacher whilst away from school, this should be done verbally by telephone and followed up with a concern form to the Headteacher.

Concerns around the Headteacher should be directed to the Chair of Governors: Rose Webb.

The LADO will continue to offer support in the process of managing allegations.

#### **6. 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 enter Designated Safeguarding Lead, they will continue to be provided with a safeguarding induction.

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
- the member of staff has received appropriate safeguarding training.

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.

### **7. 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, Goodrich Church of England 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 (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. There is no requirement to obtain a new DBS check for returning staff who have continued to be employed but have not been working in regulated activity during partial school closures.

Where Goodrich Church of England Primary School are utilising volunteers, we will continue to 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.

Goodrich Church of England 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.

Goodrich Church of England 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.

During the COVID-19 period all referrals should be made by emailing [Misconduct.Teacher@education.gov.uk](mailto:Misconduct.Teacher@education.gov.uk)

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

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

Goodrich Church of England 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.

## **9. 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 Goodrich Church of England Primary School code of conduct.

Goodrich Church of England Primary School 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 be recorded so that if any issues were to arise, the video can be reviewed.
- 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.
- Staff must only use platforms provided by Stowe Valley MAT to communicate with pupils
- Staff should record, the length, time, date and attendance of any sessions held.

## **10. Supporting children not in school**

Goodrich Church of England Primary 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 or young person.

Details of this plan must be recorded on Scholarpack, as should a record of contact have made.

The communication plans can include; remote contact, phone/email contact. Other individualised contact methods should be considered and recorded.

Goodrich Church of England Primary School and its 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.

The school will share safeguarding messages on its website and social media pages. Thinkyouknow resources are shared in order to keep children safe when online learning and any log on details for sites are secure.

Goodrich Church of England Primary School recognises that school is a protective factor for children, and the current circumstances, can affect the mental health of pupils and their parents/carers. Teachers at Goodrich Church of England Primary School need to be aware of this in setting expectations of pupils' work where they are at home. Seesaw will be used as an online secure class forum where children can share what they have been doing, communicate with their peers and known adults.

Those children not engaging will be contacted directly and if they have concerns the LA have set out some support that is available.

Goodrich Church of England Primary 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.

### **11. Supporting children in school**

Goodrich Church of England Primary School is committed to ensuring the safety and wellbeing of all its students.

Goodrich Church of England 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.

Goodrich Church of England 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.

Goodrich Church of England Primary 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.

Where Goodrich Church of England Primary School has concerns about the impact of staff absence – such as our Designated Safeguarding Lead or first aiders – will discuss them immediately with the Safeguarding and Chair of Governors.

### **12. Peer on Peer Abuse**

Goodrich Church of England 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 multiagency partner required to ensure the safety and security of that young person.

Concerns and actions must be recorded on Scholarpack and the Headteacher phoned if not on site and appropriate referrals made.

### **13. Support from the Governing Body**

The Safeguarding and Chair of Governors will provide support and guidance as appropriate to enable the DSL to carry out their role effectively.