

Addendum to our school Child protection policy and safeguarding procedures owing to the COVID-19 crisis

(Addendum written 08/10/20)

Key contacts

Safeguarding Team email address : childprotection@prsbucks.com

Name	Role	Contact Number
Mike Durose	Lead Designated Safeguarding Lead	01844 345496
Sue Hine	Deputy Lead DSL	01844 345496
Linda Williams	Deputy Lead DSL	01844 345496
Vicky Bennell	Deputy Lead DSL	01844 345496
Darren Toovey	Deputy Lead DSL	01844 345496
Simon Baker	Headteacher (sbaker@prsbucks.com)	01844 345496
Local Authority Designated Officer (LADO)	To advise schools on investigations in to misconduct by staff and volunteers in schools	01296 382070 secure-LADO@buckinghamshire.gov.uk

This addendum applies to enforced school closure as a result of the Covid-19 crisis and takes into account guidance from the Department for Education in their recent document 'Coronavirus ; safeguarding in schools, colleges and other providers' as well as advice from Buckinghamshire ESAS (Education Safeguarding Advisory Service).

Unless stated here, our normal child protection policy and procedures continue to apply.

The Department for Education's (DfE's) definition of 'vulnerable children' includes those who:

Have a social worker, including children:

With a child protection plan

Assessed as being in need

Looked after by the local authority

Have an education and health care (EHC) plan

Staff must continue to have regard to the statutory safeguarding guidance, Keeping Children Safe in Education.

Although we are operating in a different way to normal, 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

A designated safeguarding lead (DSL) or deputy should be available at all times

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

Reporting Concerns

All staff and volunteers must continue to act on any concerns they have about a child immediately. It is still essential and vitally important to do this.

Staff should continue to use the childprotection@prsbucks.com email address to report concerns. If the concern is more pressing and/or staff would like a discussion about their concern they should call the

Designated Safeguarding Lead (Mike Durose) on 01844 345496. Should Mike be unavailable, staff should call one of our other DSLs on the numbers shown above.

The Safeguarding Team is continuing to work closely with Social Care and with The Virtual School to safeguard our vulnerable students which includes remotely attending all meetings to which we are invited by Social Care.

Monitoring attendance

As most children will be attending school, we will be completing our usual attendance registers and following our usual procedures to follow up on non-attendance:

- Follow up on their absence with their parents or carers
- Notify their social worker, where they have one
- We are using the Department for Education's daily online attendance form to keep an accurate record of who is attending school.

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.

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 on any concerns they have immediately. Contact, in the first instance, should be made with the Headteacher who will then instigate an investigation where appropriate. Alternatively, you can contact the Local Authority Designated Officer (LADO) directly with any concerns they have about the conduct of any staff member or volunteer. 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.

Support for children who aren't 'vulnerable' but where we have concerns

The parents/carers of all of the following groups of students were contacted prior to the Covid-19 closure and all of the students are subsequently being contacted weekly by a named 'keyworker'. Contacts are being logged centrally.

- All Looked After Children
- All students engaged with Family Support Services
- All students subject to a Child in Need plan
- All students subject to a Child Protection Plan
- All students on an Education and Health Care Plan (EHCP)
- All other students not covered above who have a Keyworker in school (generally those at SEND Support Level on our Inclusion List)
- Other students not covered above who are considered to be vulnerable by their Head of Year

Online Safety

In school :

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

Outside school :

Where staff are interacting with children online they 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 reporting procedures as set out in the Reporting Concerns section above.

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

Working with parents and carers

We will make sure parents and carers:

- Are aware of the potential risks to children online and the importance of staying safe online
- 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 aware that they should only use reputable online companies or tutors if they wish to supplement the remote teaching and resources our school provides
- Know where else they can go for support to keep their children safe online

Mental health

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

When setting expectations for 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.

Staff recruitment, training and induction

Recruiting new staff and volunteers

We continue to recognise the importance of robust safer recruitment procedures, so that adults and volunteers who work in our school are safe to work with children.

We will continue to follow our safer recruitment procedures, and part 3 of Keeping Children Safe in Education.

In urgent cases, when validating proof of identity documents to apply for a DBS check, we will initially accept verification of scanned documents via online video link, rather than being in physical possession of the original documents. This approach is in line with revised guidance from the DBS.

New staff must still present the original documents when they first attend work at our school.

We will continue to do our usual checks on new volunteers, and do risk assessments to decide whether volunteers who aren't in regulated activity should have an enhanced DBS check, in accordance with paragraphs 167-172 of Keeping Children Safe in Education.

Staff 'on loan' from other schools

We will assess the risks of staff 'on loan' working in our school, and seek assurance from the 'loaning' school that staff have had the appropriate checks.

We will also use the DBS Update Service, where these staff have signed up to it, to check for any new information.

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
- A copy of our children protection policy and procedures (and this addendum)
- Keeping Children Safe in Education part 1
- Safer Working Practice document

We will decide on a case-by-case basis what level of safeguarding induction staff 'on loan' need. In most cases, this will be:

- A copy of our child protection policy and this addendum

- Confirmation of local processes
- Confirmation of DSL arrangements

Keeping records of who's on site

We will keep a record of which staff and volunteers are on site each day (including staff 'on loan') and that appropriate checks have been carried out for them.

Any risk assessments carried out for 'on loan' staff will be kept in school.

We will continue to keep our single central record up to date.

Children attending other settings

Where children are temporarily required to attend another setting, we will make sure the receiving school is provided with any relevant welfare and child protection information.

Wherever possible, our DSL (or one of the deputy DSLs) and/or SENCO and/or Learning Support Manager and/or Communications Base Manager will share, as applicable:

- The reason(s) why the child is considered vulnerable and any arrangements in place to support them
- The child's EHC plan, child in need plan, child protection plan or personal education plan
- Details of the child's social worker
- Details of the virtual school head

We will share this information before the child arrives as far as is possible, and otherwise as soon as possible afterwards.

Monitoring arrangements

This policy will be reviewed as guidance from the 3 local safeguarding partners, the Local Authority or DfE is updated, and as a minimum every four weeks.

Links with other policies

This policy links to the Child protection policy and procedures 2020.

Addendum written 08/10/20.

Name	Role			
Simon Baker	Headteacher			