



# Beckley Church of England Primary School

## COVID -19 Addendum to Child Protection Policy

April 2020

Our Federation embraces the creation and development of 'human flourishing' through wisdom, hope, community and dignity.

We nourish our community on a journey of spiritual, moral, physical, intellectual, emotional and social growth that helps everyone to fulfil their potential through the promises and love of God.

We work in harmony to promote "Life in all its fullness".

Signed by Governing Body:

Date :

Date for review:

<b>Beckley Church of England Primary School Key contacts</b>		
<b>Role</b>	<b>Name</b>	<b>Contact details</b>
<b>Designated Safeguarding Lead</b>	<b>Simon Thurston</b>	<b>01797 260324</b> <b>head@beckley.e-sussex.sch.uk</b>
Deputy Designated Safeguarding Lead	Sara Grice	01797 260324 sgrice@beckley.e-sussex.sch.uk
Deputy Designated Safeguarding Lead	Lison Smart	01797 230325 <a href="mailto:DSL@peasmarshe-sussex.sch.uk">DSL@peasmarshe-sussex.sch.uk</a>
<b>Genesis Federation Key Contacts</b>		
<b>Role</b>	<b>Name</b>	<b>Contact details</b>
Nominated Safeguarding Governor	Ian Bryan	01797 230325 01797 260324 ibryan@thegenesisfederation.co.uk
Chair of governors	Hilary Barton	01797 230325 01797 260324 chair@thegenesisfederation.co.uk
Local Authority Designated Officer LADO	Amanda Glover	07825 782793
Safeguarding Officer and Assistant Local Authority Designated Officer	Sue Giles	07543 237465
Referrals into Early Help and Social Care	Single Point of Advice	01323 464222 <a href="mailto:0-19.SPoA@eastsussex.gov.uk">0-19.SPoA@eastsussex.gov.uk</a>
	Emergency Duty Service – after hours, weekends and public	01273 335906 01273 335905
<ul style="list-style-type: none"> <li>• SPOA/MASH will remain open.</li> <li>• Referrals will enter the system as normal via SPOA.</li> <li>• All other teams are reduced: The Family Youth Support Teams and DATs will have 2 duty social work staff based in each of the three locality offices (Lewes, Eastbourne and Hastings) operating on a rota basis to deal with urgent issues on those cases only. All other social work staff will work from home.</li> <li>• Children's Social Care are currently trying to maintain the home visiting service for children who are subject to Child Protection, Child In Need and LAC plans but this is dependent on staff availability.</li> <li>• Social workers will undertake statutory visits to Children subject to a Child Protection Plan every ten days: by telephone or in person</li> <li>• Where families are self-isolating contact will be via telephone as required.</li> <li>• Core group/family support meeting activity will continue where possible but via conference calls.</li> </ul>		

## 1. Scope

This addendum applies during the period of school closure due to COVID-19, and reflects updated advice from East Sussex County Council.

It sets out changes to our normal child protection policy in light of the Department for Education's guidance [Coronavirus: safeguarding in schools, colleges and other providers](#), and should be read in conjunction with that policy.

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:

- Have a social worker
- Have a child protection plan
- Are assessed as being in need
- Are Looked after by the local authority
- Have an education, health and care (EHC) plan

## 2. Core Safeguarding Principles

We will still 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
- All persons entering the school site continue to be suitably checked.
- Children should continue to be protected when they are online

## 3. Reporting Concerns

All staff and volunteers must continue to act on any concerns they have about a child immediately. It is still vitally important to do this, both for children still attending school and those at home.

All staff are expected to continue to report any concerns on My Concern.

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

## 4. Arrangements for DSL and DDSL

On most days, or part days, the DSL or deputy will be onsite.

If there is no DSL in school, they can be contacted remotely via [head@beckley.e-sussex.sch.uk](mailto:head@beckley.e-sussex.sch.uk) or contacted directly via emergency numbers listed in school office.

They are also contactable via My Concern.

The DSL and DDSL have identified the vulnerable children and will continue to work with support services as necessary.

The DSL has ensured that all identified vulnerable children have up-to-date contact details.

## **5. Working with External Agencies**

We will continue to work with Children's Services or any other service which helps to meet our children's needs.

We will continue to update this addendum where necessary, to reflect any updated guidance from government bodies, including the Local Authority.

## **6. Monitoring Attendance**

As most children will not be attending school during this period of school closure, we will not be completing our usual attendance registers or following our usual procedures to follow up on non-attendance.

The exception to this is where any child we expect to attend school during the closure doesn't attend, or stops attending. In these cases we will:

- Follow up on their absence by phone call.
- Notify their social worker, where they have one

The headteacher or school secretary is completing the Department for Education's daily online attendance form to keep an accurate record of who is attending school.

The headteacher is also completing the Local Authority daily attendance form.

All children attending have up-to-date emergency contact details available in the school office.

## **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 – about both children attending school and those at home.

## **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 on any concerns they have immediately – whether those concerns are about staff/volunteers working on site or remotely.

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](mailto:Misconduct.Teacher@education.gov.uk) for the duration of the COVID-19 period, in line with government guidance.

## **9. Support for children who aren't 'vulnerable' but where we have concerns**

We have the option to offer places in school to children who don't meet the Department for Education's definition of 'vulnerable', but who we have safeguarding concerns about or who we feel may suffer from more severe Emotional or Mental Health issues without support.

## 10. Contact Plans

We have contact plans for children with a key worker and children who we have safeguarding concerns about, for circumstances where:

- They won't be attending school
- They would usually attend but have to self-isolate

The headteacher and class teachers have identified children and contact will occur as according to category of needs:

Category of Need	School Contact	Support
Child Protection Plan	None currently	
Child in Need	None Currently	
Early Help	Weekly phone call Part-time provision in school offered	Regular contact with keyworker
LAC	None Currently	
EHCP	None currently	
FSM / Pupil Premium	Welfare phone call checks every two weeks	Food Bank information FSM vouchers
All pupils	Welfare calls every two weeks	If identified
This will need regular review and will be adapted to pupil needs (eg more complex cases needing more regular review) An increase in risk will lead to increase in contact.		

### Home visits:

At present, no Home visits are planned but factors to consider would be:

- Make sure to see and speak to pupils on the doorstep or through a window. Do not enter house.
- Maintain government advice on social distancing
- Have 2 members of staff present.
- Complete risk assessment beforehand (eg: aggressive dogs? behaviour etc.)
- Visits e coordinated with other services, where possible to avoid multiple visits.
- Location of staff should always be known and recorded.
- Staff should have a mobile phone with agreed 'emergency phrase'
- Staff should have prepared letter to put through door if no one appears to be home.

All visits and outcomes should be recorded within My Concern and followed with SPOA if necessary. Police Welfare checks should be considered if risk factor is too high.

## 11. Safeguarding all children

This difficult time potentially puts all children at greater risk. Staff 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 through expected procedures.

For children at home, they will look out for signs, including:

- Not completing any assigned work or logging on to school systems
- No contact from children or families
- Seeming more withdrawn during any 'check-ins'
- Comments from other children suggesting further investigation may be needed.

## 12. Online safety

In school we will continue to have appropriate filtering and monitoring systems in place. ICT Services continue to be available throughout this period

Outside of school, where staff are interacting with children online, they will continue to follow our existing Code of Conduct and Acceptable Use Policy.

Staff will be contactable via work-email addresses only for parents and through the Purple Mash Learning Platform for children.

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 reporting procedures.

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.

All children will be supported with Online Safety lessons planned into the Home Learning Menus.

### **Staff need to be aware that;**

- Not every family has the required technology.
- Some may be sharing with siblings
- Some may not have broadband.
- For some families, increased anxiety and potential conflict within the household may lead to an increase in Domestic Violence and put some children at further risk.

The gap is likely to widen and will be noticeable with remote learning

### **Remote Teaching Considerations:**

Teachers will need to be mindful of keeping themselves safe by ensuring:

- All videos and recording are offered through the secure YouTube channel, accessible to staff only and the secure Learning Platform 'Purple Mash'
- They are stored on personal work laptops only.
- They are only available to groups of children, not individuals.
- Suitable clothing, is worn.
- Computers should only be used in appropriate areas (eg not bedrooms) and against a neutral background.
- Any 'live' recordings should be backed up it can be reviewed if necessary.
- Recordings are kept to a reasonable length of time in order for streaming to be accessible for all.
- Language must be professional and appropriate.
- Family members should not be in the background.
- The learning Platform should be part of the GDPR risk assessment in order to ensure the suitability.

At present, staff are not using 'live' lessons but are pre-recording information to give to pupils.

### 13 Working with Parents and Carers

#### **All parents have been provide with details about where to go if they need help:**

Emergency contact details for the school, safeguarding team and LA social care team have been shared and are available on the website. Information linking to Childline is also available.

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

Weekly lessons about Online Safety are being set for all pupils, with reminders about how to keep safe online.

### 13. Mental health

Where possible, we will continue to offer our current support for pupil mental health for all pupils by

- Activities on the website involving the Zones of Regulation
- Heartsmart website page linking to activities that provide support at home.
- Ensuring that the Learning Menu offered does not cause undue stress and allows children to access the curriculum through a variety of activities.
- Ensuring that expectations bear in mind the potential impact of the current situation on both children's and adults' mental health

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

### 14. Staff Recruitment, Training and Induction

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.

At present, there is no ongoing staff recruitment.

At present, there are no staff 'on loan' from other schools.

AT present, there are no staff completing induction

If any changes occur, then staff will be made aware of changes to policy and updated accordingly.

We keep a daily and weekly record of which staff are on site. We will continue to keep our single central record up to date.

### **15. Children attending other settings**

At present, none of our children are attending other settings. Any changes to this will lead to the addendum being reviewed.

### **16. Monitoring Arrangements**

This policy will be reviewed as guidance as required according to any updated from the LA or DfE but at least every 3 weeks. At every review, it will be approved by the full governing board.

### **17. Links with other policies**

This policy links to the following policies and procedures:

- Child protection policy
- Staff Code of Conduct
- Health and Safety policy
- Online Safety policy
- Anti-Bullying Policy