Education Child Protection/Safeguarding Policy

June 2020:

Addendum to Safeguarding and child protection policy and Covid-19 addendum. The safeguarding arrangements for the wider Opening of education settings to children from June 1st

Addendum approved by: Chair of the Board of Trustees

Name	Role	Date
Claire Shaw	Chair of the Board of Trustees	June 2020
Date addendum published by the setting and made available on the website		

Addendum review dates and changes

Review date	By whom	Summary of changes made	Date implemented

This addendum is new information our academies need to address to support the safeguarding arrangements in their setting to cover recent guidance issued by the Government on the preparation for and the wider reopening of schools/colleges.

Schools/colleges need be familiar with the following recommended government guidance relating to the plan for wider opening, when considering their safeguarding arrangements:

- https://www.gov.uk/government/publications/actions-for-educational-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020

- https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-schools-from-1-june/planning-guide-for-primary-schools

- https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings

This addendum also reflects any updated advice from Derby and Derbyshire Safeguarding Children Partnership, Staffordshire Safeguarding Children Board and from the Local Authorities in Derbyshire and Staffordshire (for example: about children with Education, Health and Care (EHC) plans, the Local Authority Designated Officer and Children's Social Care, Reporting Mechanisms, Referral Thresholds and Children in Need).

Key information is found here
https://staffsscb.org.uk/Latest-News/Statement-from-SSSCB-Coronavirus-Covid-19aspx/
(Staffordshire)
https://www.ddscp.org.uk/coronavirus-safeguarding-arrangements/
(Derbyshire)

Key Contacts during COVID-19 Arrangements

Role	Name	Contact number	Email
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Chair of Governors	Colin Render	07879 896757	Crender.horninglow@deferrers.com
Designated Teacher for Looked after Children	Ashley Guest	01283 247619	aguest.horninglow@deferrers.com
Safeguarding Trustee	Claire Shaw		cshaw@deferrerstrust.com

1.   Scope and Definitions

This addendum applies during the period of the wider opening of our educational settings. It reflects updated advice from our local safeguarding partners within Staffordshire and Derbyshire.

It sets out changes to our normal Safeguarding/Child Protection Policy in light of the Department for Education's Guidance collection for Coronavirus (COVID-19): guidance for schools and other educational settings, and specifically Coronavirus: safeguarding in schools, colleges and other providers (updated May 2020).

This does not replace the schools/colleges Child protection /Safeguarding policy 2019/20, and the COVID-19 academy closure arrangements April 2020

2.   Vulnerable Children

The Department for Education's (DfE's) Coronavirus (COVID-19): guidance on vulnerable children and young people continues to apply.

There is the flexibility to offer a place to those who do not meet the Department for Education's definition of 'Vulnerable' but where the individual academy has concerns they will continue and will now include, those who could benefit from continued attendance. This might include children and young people who are on the edge of receiving support from Children's social care services, adopted children, NEET, those living in temporary accommodation, those that are young carers and others at the schools, colleges and local authorities' discretion.

Academy staff will continue to work with children's social workers, the Designated Lead, virtual school heads, and any other relevant safeguarding, health and pastoral partners to help protect children.

3.   Maintaining contact

During the enforced closure, all students at the academy have been monitored by staff, to check on their wellbeing. Those students considered more vulnerable, who have not attended the academy during closure have been contacted weekly by key members of staff. Where there are concerns raised over the wellbeing of a student, appropriate safeguarding measures have been implemented.

4.   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.**

The Derbyshire local authority has issued updated guidance about identifying vulnerable children during lockdown; assessing and supporting their needs. This includes supporting schools with early intervention services including the Early Help Transition Teams, to provide children and families with the right support at the right time.

'Lockdown Lens' for schools: safeguarding children in Derbyshire

5.   Designated Safeguarding Lead (and Deputy) Arrangements

As more children return, each academy will have a trained DSL or Deputy DSL available on site to coordinate the safeguarding arrangements, and liaise with social workers. If activities take place offsite there will be arrangements in place to provide access to a designated lead.

All academy staff and volunteers will have access to a trained DSL (or deputy) and know on any given day who that person is and how to speak to them.

In exceptional circumstances:

- a trained DSL (or deputy) from the academy can be available to be contacted via phone or online video - for example, working from home

Each academy will ensure there are sufficient staff members can provide pastoral support to help meet the needs of children as they return.

The DSL will provide support to teachers and pastoral staff to ensure contact is maintained with children and their families. This will be for those children and families in school and more importantly for those who are not in school.

Where possible staff should try and speak directly to children to help identify any concerns. Staff should be encouraged (where possible) to make calls from the academy site via academy phones and devices. Where staff use personal phones to make calls, they should withhold their personal number.

When communicating with families, this should only be done through school email addresses or recognised channels, within academy hours and on academy devices. Shared academy mobiles have been purchased for this activity   It is recommended that any staff member contacting parents and families is made aware of the academy's policy around etiquette and content.

The Designated lead will ensure great care will be taken in the content, storage and dissemination of any records made.

The Principal of each academy will ensure all staff will be kept up to date with government and local changes in respect of children returning to the academy and the academy will update parents/carers and make the relevant guidance's available on the website.

6.   Staff Recruitment, Movement of Staff, Training and Induction

The existing academy workforce may continue to move between other trust academy's in response to Coronavirus where this is necessary.

Where new staff or volunteers are recruited they will continue to be provided with a safeguarding induction. Supply and agency staff, who may be recruited for the wider opening of the academy will be given a safeguarding induction, which includes local changes and responses to Coronavirus and local safeguarding policies and procedures.

Some academies are 'borrowing' staff from other academies. This will continue to be necessary in some cases and the usual expectations will apply around verification, training, induction to the setting they are temporarily working in and knowledge of the academies safeguarding policies and procedures.

Each Academy within the trust will be clear in how they will access information, both hard copy and electronic especially with regards temporary log in and admin privileges. Individual settings will revisit, processes for data sharing and storage, particularly if key staff members are not on site, using "borrowed staff" and or using other academies.

External visitors should be kept to a minimum, but academies should make themselves available for Childrens Social Workers, and other relevant partners e.g. Health, who may need to see children on site.

7.   Risk Assessments

Each Academy within the trust will work with the latest guidance provided by the Government on:

- Risk assessments
- Home school transport
- Managing the school/college site
- Staggering start times, breaks and finish times
- First aid
- Social distancing
- Personal Protective Equipment
- Managing an outbreak of Coronavirus.

The Derbyshire local authority has provided templates, and resources in preparation for a return to school/college to assist: http://services.derbyshire.gov.uk/Page/1277
http://services.derbyshire.gov.uk/Page/17535

For children and young people with EHC (education and health care) plans in Derbyshire all providers have been sent risk mitigation forms to complete and return to the school Lead SEND Officer.

The Risk Mitigation forms are found here:
https://schoolsnet.derbyshire.gov.uk/administration-services-and-support/coronavirus-information/special-educational-needs-and-disabilities-guidance.aspx

Each child has been allocated an additional key worker within education to monitor their provision.

Work will continue in partnership with the key worker, other key health and social care professionals, and the family to review risk assessments in light of a wider opening of the academies:

https://www.gov.uk/government/publications/coronavirus-covid-19-send-risk-assessment-

guidance

Children and young people with other complex needs, such as children and young people with special educational needs and disability (SEND) who do not have an EHC plan, the academy or local authority can now exercise its discretion to do a risk assessment and offer a place.

Each academy within the trust will continue to undertake and review risk assessments for children and young people with EHC plans who remain at home. Risk assessments will continue to be undertaken to ensure:

- It assists decisions on which children and young people, with an EHC plan, should be attending their educational setting, taking into account the changing circumstances of individual children and young people, with an aim that they can be brought back into face to face education when it is right for them;
- when attendance is not appropriate, assessments can help make decisions about the support children and young people should receive at home, noting that circumstances may have changed;

- Providing helpful information to Principals and other professionals in planning for, and supporting, those children and young people with an EHC plan when they do return to educational settings

8.   Monitoring attendance

It is expected that vulnerable children will attend where it is appropriate for them to do so and where there are no shielding concerns for the child or their household; where they are not clinically vulnerable and or/following a risk assessment for those children with a EHC plan and or clinical vulnerabilities.

We will continue to work with children and their families not in school and will work with the relevant children and their families to return to school.

Parents/carers will not be penalised if their child does not attend education provision.

Schools/colleges will resume taking their attendance register from the 1st June, and will complete the online Educational Settings Form (DfE daily updates).

In addition, schools/colleges in Derbyshire and Staffordshire will be completing a returns list of pupils in school to the local authority to help identify with social care partners pupils who are attending and especially those who are deemed as vulnerable and are not attending.

9.   Transport and safeguarding

Schools/colleges are working with the local authority on the reinstating of school transport for some pupils as they are returning to school. There are priority groups including vulnerable children and young people. Schools/colleges will work with their transport providers to ensure this and that there are appropriate safeguarding arrangements under the current restrictions and social distancing. Students will be encouraged to make their own way to the Academy, and will be encouraged to either walk or cycle.

10.   Safeguarding Pupils and Teachers Online

Online safety in schools and colleges

Each academy 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.
The academy will follow the DfE guidance on remote education.
https://www.gov.uk/guidance/safeguarding-and-remote-education-during-coronavirus-covid-19

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 Safeguarding and Child Protection Policy and where appropriate referrals will 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 MAT code of conduct.
Each academy will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements.

If the Principal of the academy has made a decision to allow interactive sessions (currently only post 16 and SEND) the following safeguarding measures will be applied:

Safeguarding guidelines for using interactive video sessions

Please note you should only use interactive video sessions for post 16 and SEND mentoring until further notice. When doing these mentoring sessions, please follow this guidance.

- Never use social media apps such as WhatsApp or Facebook. Zoom is good for meetings with staff or Governors. Stick to professional apps/software such as Google Meet for students.
- Never 'meet' one-to-one with a student. If using Zoom, wait until there are multiple students in the 'waiting room' before you admit them.
- Always have another adult present in the meeting.
- Consider using voice only and muting the video. This removes a series of potential safeguarding concerns.
- You wouldn't invite a child to visit your home in person, so you shouldn't show the student intimate areas of your home online. Pick a neutral area of your home when on video, like the kitchen.
- Do not film from your bed or in the bathroom and make sure to always be wearing appropriate clothing when on camera.
- Once you've chosen the appropriate spot to be on camera, think about what's in the background.
- Make sure family members aren't interrupting or walking around behind you.
- Remove any alcohol or other inappropriate objects from view.
- You can change the background in Zoom to remove any views of your home and replace it with a scenic picture or neutral colour. As long as the picture is not distracting or inappropriate for school-aged children, feel free to be creative.
- Communicate within normal academy hours.
- Google meet uses your Gmail address and is only accessible to people with a academy address.
- Try to ensure you are not disadvantaging any students who do not feel comfortable participating online.
- Please record when you use this method of communication. There is a button on all staff iPads called 'video communications'. This is not for anyone to spy or make judgements! This is purely to protect teaching staff.
- In the same way that you should be aware of anything inappropriate in your own video background, you should also be aware of what is in the background of your students' videos. Any cause for concern regarding the child's safety or wellbeing should be reported in the usual way via MyConcern.

Schools/colleges should consider greater communication with parents around working on line, to provide reassurances that they are working in a safe environment and encourage them to make their child's online activity as safe possible, this may mean referring families to resources: https://www.gov.uk/guidance/safeguarding-and-remote-education-during-coronavirus-covid-19

When video conferencing, schools/colleges are advised not to use 'new platforms' but rather work with established and trusted systems that are already in place such as e.g. G Suite or Office 365.

The Dfe recommends that the school/college will signpost any queries, and in regards to data protection to their Local authority Data Protection service.

11. Peer on Peer Abuse

Usual reporting of suspected or actual peer on peer abuse applies. All staff need to be aware that incidents may have happened out of school, whilst children are not attending, and these may require a safeguarding response when they return and the school is made aware.

12. Mental Health and Well-being

Each Individual Academy will continue to support children in respect of their emotional health and wellbeing and acknowledge that, on a child's return into the school, lockdown may have had, and may continue to have, an adverse impact upon their health, wellbeing and safety.

There are guidance's available (updated May 21st) to assist and all staff will be made familiar with this: https://www.gov.uk/guidance/supporting-pupils-wellbeing

All staff will be updated around how to identify, refer and respond to a child presenting concerns and know how schools/colleges can receive help:
https://derbyandderbyshireemotionalhealthandwellbeing.uk/ (Derbyshire)

A new email address for professionals to access this new service is: ddccg.tict@nhs.net

Staffordshire Emotional Health and Wellbeing Service
staffordshire-ewb.actionforchildren.org.uk
A new email address for professionals to access this new service is:
StaffordshireEWB@actionforchildren.org

Please also read Appendix 1 below to read Horninglow Primary School's response to this area.

13. Monitoring Arrangements

This policy (June 2020) will be reviewed and updated as Guidance from the Local Safeguarding Partners, other relevant agencies or DfE is received.

14. Resources

Department for Education coronavirus helpline

The Department for Education coronavirus helpline is available to answer questions about COVID-19 relating to education and children's social care.
Phone: 0800 046 8687
8am   to   6pm   –   Monday   to   Friday
10am to 4pm – Saturday and Sunday
If you work in a school, have the schools/colleges unique reference number (URN or UK PRN) available

Frequently asked questions on the wider reopening of schools/colleges -
https://schoolsnet.derbyshire.gov.uk/site-elements/documents/administration/early-years-pvi-frequently-asked-questions-issue-3.pdf

Appendix 1

Mental Health and Well-Being support at Horninglow

At Horninglow we acknowledge that Mental Health is as important to a child's safety and wellbeing as their physical health.

Poor emotional wellbeing can affect all aspects of their lives, including their attendance, relationships and friendships, physical wellbeing and academic ability. Here at Horninglow we are passionate about helping the children who may be showing signs of poor mental health and for this reason we offer the following:

Tier 1

This is for Children that are showing signs of poor emotional wellbeing such as reluctance to go to school, friendship issues, and general low-level worries.

We spend time with the children on a 1:1 basis, discussing worries and helping them to build the resilience to find strategies to help. The child's class teacher or a trained HOPE/Mental Health First Aider may do this. An intervention will be offered if necessary.

In addition to this, many key members of staff have been trained in Emotion Coaching, and have received a certificate, which equips them to train others in school. The impact of this, alongside our Behaviour Regulation Policy, ensures that all staff are aware of the reasons behind some of these worries and the behaviours that accompany them. Children and adults work together through restorative conversations to help to build their resilience and reduce their worries.

Tier 2

This is for more specific worries such as body image, regulating emotions, bereavement, anxiety and worries and self-esteem. Parents are invited into school to discuss their child's needs and together, along with the child, we will complete a plan of action.

A detailed plan will be devised, individually catered for the child's needs with specific targets/actions. An intervention will be offered to support these issues as either a group, or 1:1 by a trained HOPE/Mental Health First aider. This Plan will be reviewed and evaluated every 8 weeks.

Tier 3

This is used for the more complex mental health issues. Intense 1:1 support will be available for the child and a possible referral may be made to outside agencies.

Parents are invited into school to discuss their child's needs and together, along with the child, we will complete a very specific plan of action. A detailed plan will be devised, individually catered for the child's needs with specific targets/actions. An intervention will be created to support these issues and a trained Mental Health First Aider on a 1:1 basis will deliver this. This Plan will be reviewed and evaluated regularly.

As a school, we are on our journey to become a STIAA (Staffordshire Trauma Informed and Attachment Aware) school. This will ensure that all staff are aware of the deeper and underlying issues that may cause the more complex mental health needs of our pupils, and we can work together to help to support them as necessary.