Education Child Protection/Safeguarding Template Policy

June 2020:

Education Settings Annex A - The safeguarding arrangements for the wider Opening of education settings to children from June 1st

St Oswald's C.E. Primary School

Addendum approved by:

Name	Role	Date
Rebecca Wood	Head teacher/DSL	4/6/2020
Stephanie Shearer	Safeguarding Governor	4/6/2020
Date addendum published by the setting and made available on the website	5th June 2020	

Addendum review dates and changes

Review date	By whom	Summary of changes made	Date implemented

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This annex A is new information schools need to address to support the safeguarding arrangements in their school to cover recent guidance issued by the government on the preparation for and the wider reopening of schools/colleges.

Schools 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 additional Annex A also reflects any updated advice from Derby and Derbyshire Safeguarding Children Partnership and from the Local Authority (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://www.ddscp.org.uk/coronavirus-safeguarding-arrangements/

Key Contacts during COVID-19 Arrangements

Role	Name	Contact details
Designated Safeguarding Lead (DSL)	Rebecca Wood	Rebeccaw158@st-oswalds.derbyshire.sch.uk
Deputy DSL(s)	Di Mansfield	dmansfield@st-oswalds.derbyshire.sch.uk
Other contactable DSL(s) and/or deputy DSL(s): • DSL at (school/college name) • Deputy DSL at (school/college name)	N/A/	N/A

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Role	Name	Contact details
Designated member of Senior Leadership Team if DSL (and deputy) cannot be on site	N/A	N/A
Headteacher/Principal	Rebecca Wood	As above
Chair of Governors	Vee Monro	info@st-oswalds.derbyshire.sch.uk
Designated Governor/	Steph Shearer	info@st-oswalds.derbyshire.sch.uk
Other key safeguarding agencies as noted in the school safeguarding/child protection policy 2019/20, Addendum April 2020		

1. Scope and Definitions

This Annex A applies during the period of school closure due to COVID-19, and the wider opening of an educational setting. It reflects updated advice from our local safeguarding partners Derby and Derbyshire Safeguarding Children Partnership (Derbyshire County Council, Derby City Council, Derby and Derbyshire Clinical Commissioning Group, Tameside and Glossop Clinical Commissioning Group and Derbyshire Constabulary).

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 an addendum, summary of any key COVID-19 Mitigation Planning, safeguarding and child protection changes, April 2020

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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 School has concerns 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.

School and college 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

For our pupils who are not regularly attending school and who are vulnerable we contact the families each week and spend time speaking to the parents and the children. We also zoom call where possible and the class teacher phones the families to offer support.

St Oswald's has been proactive in enabling pupils who we deem to require a little more support or who are vulnerable to return to school by asking them to return between 3 and 5 days a week.

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 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](#)

This has been printed and added to our policy.

5. Designated Safeguarding Lead (and Deputy) Arrangements

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As more children return to St Oswald's we will have a trained DSL or Deputy DSL available on site to coordinate the safeguarding arrangements, and liaise with social workers.

All St Oswald's 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 school or college can be available to be contacted via phone or online video - for example, working from home

- sharing trained DSLs (or deputies) with other schools or colleges (who should be available to be contacted via phone or online video)

The school 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 school or college site via school or college 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 school hours and on school devices. Shared school mobiles are been purchased for this activity   It is recommended that any staff member contacting parents and families is made aware of the school'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 DSL will ensure all staff will be kept up to date with government and local changes in respect of children returning to the school/college and the school/college 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 school workforce may continue to move between schools in response to Coronavirus.

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 school will be given a safeguarding induction, which includes local changes and responses to Coronavirus and local safeguarding policies and procedures.

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Some schools are 'borrowing' staff from other schools. 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 schools/colleges safeguarding policies and procedures.

The school will be clear in how they will access information, both hard copy and electronic especially with regards temporary log in and admin privileges. The school will revisit, processes for data sharing and storage, particularly if key staff members are not on site, using "borrowed staff" and or using other schools.

External visitors should be kept to a minimum, but schools/colleges 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

The School 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 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 school/college:

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

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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 school/college or local authority can now exercise its discretion to do a risk assessment and offer a place.

St Oswald's 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 Headteachers 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/college.

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

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

In addition, schools in Derbyshire 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. **https://schoolsnet.derbyshire.gov.uk/administration-services-and-support/coronavirus-information/dcc-information-return.aspx**

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

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this and that there are appropriate safeguarding arrangements under the current restrictions and social distancing.

(Make reference here to your own strategy and risk assessments here)

10. Safeguarding Pupils and Teachers Online

Schools should still refer to NSPCC guidance, when engaging in remote learning. The guidance is unchanged since its previous update (April 21st 2020).

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 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. St Oswald's Has chosen to use Zoom with clear safeguards in place

St Oswald's 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

St Oswald's 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/

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

13. Monitoring Arrangements

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This policy (June 2020, Annex A 2020) will be reviewed and updated as Guidance from the Local Safeguarding Partners, other relevant agencies or DfE is received, and as a minimum *every 3-4 weeks* by Rebecca Wood the Head teacher

At every review, it will be read and approved by the full governing board.

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