



## **Woodseaves C.E. Primary Academy**

### **Safeguarding Policy Codicil – COVID 19 Measures**

*Together we will create a respectful, caring and safe learning community that inspires all to achieve and flourish.*

*‘Start children on the way they should go, and even when they are old, they will not turn from it.’*

*Proverbs 22:6*

**Reviewed: September 2021**

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## Context

From 20 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.

This addendum of the Woodseaves C.E. Primary Academy Safeguarding, and Child Protection policy contains details of our individual safeguarding arrangements in the following areas, this addendum continues as required through future lockdowns and remote learning.

## Key contacts

Role	Name	Contact number	Email
Designated Safeguarding Lead and Headteacher	Michelle Easthope	01785 284212 07535088268 (emergency only)	<a href="mailto:headteacher@woodseaves.staffs.sch.uk">headteacher@woodseaves.staffs.sch.uk</a>
Deputy Designated Safeguarding Leads	Libby Fildes	01785 284212	<a href="mailto:lfildes@woodseaves.staffs.sch.uk">lfildes@woodseaves.staffs.sch.uk</a>
Chair of Governors	Nick Reaney	01785 284212	<a href="mailto:nreaneygovernor@woodseaves.staffs.sch.uk">nreaneygovernor@woodseaves.staffs.sch.uk</a>
Safeguarding Governor	Carole Bayliss	01785 284212	<a href="mailto:cbaylissgovernor@woodseaves.staffs.sch.uk">cbaylissgovernor@woodseaves.staffs.sch.uk</a>

## Vulnerable children

Vulnerable children include those who have a social worker and those children and young people 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 school and parents, to decide whether they need to continue to be offered a school 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 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.

Woodseaves C.E. Primary Academy will continue to work with and support children's social workers to help protect vulnerable children. The lead person for this will be: Michelle Easthope (HT)

There is an expectation that vulnerable children who have a social worker will attend an education setting, so long as they do not have underlying health conditions that put them at risk. In circumstances where a parent does not want to bring their child to an education setting, and their child is considered vulnerable, the social worker and Woodseaves C.E. Primary Academy will explore the reasons for this directly with the parent.

Where parents are concerned about the risk of the child contracting COVID19, Woodseaves C.E Primary academy and the social worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England.

### **Attendance monitoring during lockdowns**

Woodseaves C.E. Primary Academy and social workers will agree with parents/carers whether children in need should be attending school – the school will then follow up on any pupil that they were expecting to attend, who does not. Woodseaves C.E. Primary Academy will also follow up with any parent or carer who has arranged care for their child(ren) and the child(ren) subsequently do not attend.

To support the above, Woodseaves C.E. Primary Academy will, when communicating with parents and carers, confirm emergency contact numbers are correct and ask for any additional emergency contact numbers where they are available.

In all circumstances where a vulnerable child does not take up their place at school, or discontinues, Woodseaves C.E. Primary Academy will notify their social worker.

In the event of remote learning, children who are not engaged with remote learning will be contacted regularly by their Classteacher with updates made onto CPOMS system. The DSL will then follow up any safeguarding concerns.

### **Designated Safeguarding Lead**

Woodseaves C.E. Primary Academy has a Designated Safeguarding Lead (DSL) and 1 Deputy DSL.

The Designated Safeguarding Lead is: Michelle Easthope

The Deputy Designated Safeguarding Leads are: Libby Fildes

The optimal scenario is to have a trained DSL (or deputy) available on site if the school is open to pupils. Where this is not the case a trained DSL (or deputy) will be available to be contacted via phone or online video - for example when working from home.

Where a trained DSL (or deputy) is not on site and the school is open, in addition to the above, a teacher will assume responsibility for co-ordinating safeguarding on site and ensuring communication with the DSL or DDSL as required.

This might include updating and managing access to safeguarding recording systems 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.

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

In the case of the school being closed, Michelle Easthope will remain in contact with all social workers involved with pupils as necessary.

### **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 CPOMS or via safeguarding form, which can then be scanned if required.

In the unlikely event that a member of staff cannot access CPOMS, they should email or telephone the Designated Safeguarding Lead immediately. 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 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 (phone) and followed up with an email to the headteacher.

Concerns around the Headteacher should be directed to the Chair of Governors: Kay Mason.

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

### **Safeguarding Training and induction**

DSL training will continue remotely as required.

All existing school staff have had safeguarding training and have read part 1 of Keeping Children Safe in Education (2021). The DSL should communicate with staff any new local arrangements, so they know what to do if they are worried about a child. Further training can be completed remotely if required due to case numbers.

Where new staff are recruited, or new volunteers enter Woodseaves C.E. Primary Academy, 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

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.

### **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, Woodseaves C.E. Primary Academy 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 (20) (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 whilst these remain in place, the school will follow these procedures.

Where Woodseaves C.E. Primary Academy may utilise volunteers, we will continue to follow the checking and risk assessment process as set out in KCSIE. Under no circumstances will a volunteer who has not been checked be left unsupervised or allowed to work in regulated activity.

Woodseaves C.E. Primary Academy 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.

Woodseaves C.E. Primary Academy will continue to consider and make referrals to the Teaching Regulation Agency (TRA) as per 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 pandemic, 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, Woodseaves C.E. Primary Academy will continue to keep the single central record (SCR) up to date as outlined in KCSIE.

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

Woodseaves C.E. Primary Academy will continue to provide a safe environment, including online. This includes the use of an online filtering system when children are accessing childcare in school.

Where students are using computers in school, appropriate supervision will be in place.

### **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.

Woodseaves C.E. Primary Academy will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements. Any video conferencing e.g. 'Zoom' will only be conducted when the children have an adult (over the age of 18) in the room with them.

### **Supporting children not in school**

Woodseaves C.E. Primary Academy is committed to ensuring the safety and wellbeing of all its Children and Young people.

Woodseaves C.E. Primary Academy recognises that school is a protective factor for children and young people, and the current circumstances, can affect the mental health of pupils and their parents/carers. Teachers at the school need to be aware of this in setting expectations of pupils' work where they are at home.

Michelle Easthope will be in contact with all families who are part of the school community weekly via email.

### **Peer on Peer Abuse**

Woodseaves C.E. Primary Academy 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 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 multi- agency partner required to ensure the safety and security of that young person.

Concerns and actions must be recorded and appropriate referrals made.