

# Annex to Child Protection Policy

## COVID-19 changes to our Child Protection Policy

31st March 2020

### Shamblehurst Primary School's Response to COVID-19

There have been significant changes within our setting in response to the outbreak. Many young people are now at home and staffing is likely to be significantly affected through illness and self-isolation.

Despite the changes, the school's Child Protection Policy is fundamentally the same: **children and young people always come first, staff should respond robustly to safeguarding concerns and contact the DSL in line with our established safeguarding procedure.**

This annex sets out some of the adjustments we are making in line with the changed arrangements in the school and following advice from government and local agencies.

### The current school position and local advice

From March 20<sup>th</sup> 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. Schools and all childcare providers were asked to provide care for a limited number of children – children who are vulnerable (see below) and those children whose parents are critical to the Covid-19 response and cannot be safely cared for at home. This addendum, of the Shamblehurst Primary School's Safeguarding and Child Protection Policy contains details of our individual safeguarding arrangements.

### Reporting arrangements

The school arrangements continue in line with our child protection policy.

The Designated Safeguarding Lead is: **Anna Jones 01489782342**  
**[anna.jones@shamblehurst.co.uk](mailto:anna.jones@shamblehurst.co.uk)**

The Deputy DSLs are: **Sally Mohamed 01489782342** – **[sally.mohamed@shamblehurst.co.uk](mailto:sally.mohamed@shamblehurst.co.uk)**

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**Kate Edwards 01489782342** **[kate.edwards@shamblehurst.co.uk](mailto:kate.edwards@shamblehurst.co.uk)**

The school's approach ensures the DSL or a deputy is always on site while the school is open. In the unusual circumstance this is not possible the DSL or Deputy DSL will be contactable and the Headteacher or a member of the Senior Leadership Team will email all staff by 9am to advise they are acting in an on-site safeguarding role together with contact details for the DSL or Deputy DSL.

CPOMS should continue to be used and ALL DSLs will be expected to reviewing CPOMS daily.

Staff will continue to follow the Child Protection procedure and advise the safeguarding leads immediately about concerns they have about any child, whether in school or not. COVID-19 means a need for increased vigilance due to the pressures on services, families and young people, rather than a reduction in our standards.

Children's services may be affected by the impact of the virus on staff and an increased demand for services. Where a child is at risk of significant harm there may be a need to be persistent in referring concerns to the local authority. The arrangements for contacting children's services are:

\*To fill out the interagency form from the Hampshire website.

\*If you need to phone urgently the number is – 01329 225379 Hampshire

\*In some cases you might need to phone Hampshire Adult Services – 03005551386

\*Southampton Children's Services number is 02380 833336 (out of hours 02380 233344)

\*All our children who have a social worker have their social worker's number of their CPOMS – staff can always directly contact the social worker should the need arise.

Should a child in the school's view be at risk of significant harm and local agencies are not able to respond, the school will immediately escalate it's procedures and call the police

## **Identifying vulnerability**

Vulnerable children include those who have a social worker and those children and young people up to the age of 25 with education, health and care needs. We have put in place specific and bespoke arrangements in respect of the following groups:

- Looked After Children – we have liaised with the families of our looked after children and worked alongside them to access the risk of coming into school or staying at home. We have been in contact with the Virtual School to alert them of where our Looked after Children are at this time. We phone these families, if they are not in school, twice weekly (minimum)

- Previously Looked After Children – we have contacted our previously looked after children and worked alongside parents to access the risks in attending school or staying at home. We phone these families twice a week (minimum) to check on how they are, and offer support if necessary.
- Children subject to a child protection plan – we would encourage children subject to a child protection plan to attend school. We have liaised with social workers to alert them to children who are not in school. We have worked with the families to assess whether attending school is in the best interest of the child/ren. We phone these children at least twice a week.
- Children who have, or have previously had, a social worker There is an expectation that children with a social worker **must** attend school unless in consultation with the child’s social worker and family it is agreed this is not in the best interests of the child. These children are phoned at least twice a week.
- Children with an EHCP – we have risk assessed these children alongside their families, and advice from the Local authority. Many children with EHC plans can safely stay at home. Some of our children with EHC plans have complex health needs which means they should stay at home as they are within a high risk category. We will continue to liaise with carers, therapists or clinicians.
- Children on the edge of social care involvement or pending allocation of a social worker – at Shamblehurst Primary School all DSLs are aware of our most vulnerable children – we also have an additionally vulnerable child register. Where required these children will be offered a place at school. Where it is safer for the child to remain at home – we contact these families at least twice a week to ensure they are well and that they are thriving at home.
- Other children the school considers vulnerable. More children may be added to this group in response to concerns raised with the DSL. These children can be offered care at school if required. DSLs monitor CPOMS daily and are able to follow up any concerns with parents and encourage them to attend school should it be in the child’s best interest to do so.

Each of these children has an individual plan which has been shared with other agencies involved in their care, including where appropriate their social worker and the Virtual School Head for Looked After and previously Looked After Children.

The majority of children in our school are working remotely through Seesaw. This enables teachers to ‘check in’ with all our pupils. Where children do not have access to the Seesaw we deliver or send learning packs. Children who are not accessing Seesaw should be monitored and a DSL should be informed via CPOMS – a DSL will then either call the family or ask the teacher to make contact.

In addition, the following groups have specific arrangements around contact and support from the school.

- Children of key workers who may attend school – the children of those parents who are critical to the Covid-19 response can attend our school. We try and keep in daily contact, or ask parents to email the day before should they want their child to attend.
- Children at home - we have established a welfare team – the welfare team will ring vulnerable families –twice a week for a check in. Where children are not using SeeSaw – and we have had no contact with the DSL who is in charge of the school will make phone calls and add them to CPOMS?

The plans in respect of each child in these groups will be reviewed throughout the Covid-19 crisis and in respect to any new guidance that emerges from a National and Local level.

## Holiday arrangements

We will remain open for our vulnerable children and for those children whose parents are key workers throughout all holidays. We will open the school every day at 8am and close at 9.30am if we have no children attend. Where we have been informed of children attending we will resume our normal 8am to 5pm provision.

## Attendance

The school is following the attendance guidance issued by government. Where a child is expected and does not arrive the school will follow our attendance procedure and make contact with the family if they are vulnerable or we are concerned that we have not seen them. Due to the changing shift patterns of our Key worker parents the times their children attend are very fluid. The DSL will attempt a range of methods to contact parents and if necessary arrange a home visit by the school or another appropriate agency. A risk assessment will be undertaken to consider manage the implications of COVID-19 alongside other risks perceived to the child. The risk of COVID-19 **does not override** the duty on the school to ensure children and young people are safe.

The school will also follow the attendance procedure if contact proves impossible with children at home. This will involve a referral to children's services and contacting the police for a welfare check.

## Staff will be aware of increased risk

The pressures on children and their families at this time are significant. There will be heightened awareness of family pressures through being contained in a small area, poverty, and financial or health anxiety. These areas should be considered in the setting of any work for children to undertake at home (including recognising the impact of online learning – see

below). Staff will be aware of the mental health of both children and their parents and carers, informing the DSL about any concerns.

## **Peer on peer abuse**

We recognise the potential for abuse to go on between young people, especially in the context of a school closure or partial closure. Our staff will remain vigilant to the signs of peer-on-peer abuse, including those between young people who are not currently attending our provision. Extra care should be taken where groups have mixed age, developmental stages, are attending other schools as an interim measure and similar. When making contact with these families our staff will ask about relationships between learners.

We also address the issue of peer-on-peer abuse in our remote learning curriculum – staff will monitor our online platforms and ensure that any concerning behaviours are addressed immediately by contacting a DSL – who will contact the family and or children’s services.

## **Risk online**

Young people will be using the internet more during this period. The school may also use online approaches to deliver training or support. Staff will be aware of the signs and signals of cyberbullying and other risks online and apply the same child-centred safeguarding practices as when children were learning at the school.

- The school continues to ensure appropriate filters and monitors are in place
- Our governing body will review arrangements to ensure they remain appropriate
- The school has taken on board guidance from the UK Safer Internet Centre on safe remote learning .We have reviewed the code of conduct and information sharing policy accordingly.
- Staff have discussed the risk that professional boundaries could slip during this exceptional period and been reminded of the school’s code of conduct and importance of using school systems to communicate with children and their families.
- Staff have read the 20 safeguarding considerations for livestreaming prior to delivering any livestreamed sessions
- Children and young people accessing remote learning have previously received guidance on keeping safe online and know how to raise concerns with the school and Childline.
- We have sent all parents a link to the Childline website with a safer internet page –
- <https://www.childline.org.uk/info-advice/bullying-abuse-safety/online-mobile-safety/staying-safe-online/>

- Parents and carers have received information about keeping children safe online. They were sent the link above and asked to share with their children. It is also added to our website.
  - [UK Safer Internet Centre](#) – also offers advice for parents and carers

## **Allegations or concerns about staff**

With such different arrangements young people could be at greater risk of abuse from staff or volunteers. We remind all staff to maintain the view that ‘it could happen here’ and to immediately report any concern, no matter how small, to the safeguarding team.

Any staff or volunteers from outside our setting will complete an induction to ensure they are aware of the risks and know how to take action if they are concerned. (Kitchen staff – for example)

We have confirmed the arrangements to contact the LADO at the local authority remain unchanged - our LADO is Mark Blackwell – 01962 876364

If necessary, the school will continue to follow the duty to refer to DBS any adult who has harmed or poses a risk of harm to a child or vulnerable adult, and to the Teacher Regulation Agency in line with paragraph 166 of Keeping Children Safe in Education 2019 using the address [Misconduct.Teacher@education.gov.uk](mailto:Misconduct.Teacher@education.gov.uk).

## **New staff or volunteers**

New starters must have an induction before starting or on their first morning with the DSL or a deputy. They must read the school child protection policy, the behaviour policy, the whistleblowing policy and the code of conduct. The DSL or deputy will ensure new recruits know who to contact if worried about a child and ensure the new starters are familiar with the child protection procedure.

If staff or volunteers are transferring in from other registered education or childcare settings for a temporary period to support the care of children, we will seek evidence from their setting that:

- The school will take in to account that the staff from other schools or from Hcs3 will have had DBS checks and safeguarding training. They will receive the basic induction package for safeguarding – they will be aware of the Child Protection and Safeguarding policies of Shamblehurst Primary School and reporting arrangements should they have safeguarding concerns.
- The school will not allow volunteers in to school during the Covid-19 pandemic.

## **New children at the school**

Where children join our school from other settings we will require confirmation from the DSL whether they have a Safeguarding File or SEN statement/EHCP. This file must be provided securely **before** the child begins at our school and a call made from our DSL or a deputy to the placing school's DSL to discuss how best to keep the child safe. In some unusual circumstances this may not be possible. Information provided must include contact details for any appointed social worker and where relevant for the Virtual School Head.

Safeguarding information about children placed in our school will be recorded on our safeguarding system, will be securely copied to the placing school DSL and will be securely returned to the placing school on completion of the child's placement with us so there is a continuous safeguarding record for the child. We do not intend at the time of writing to allow children from other schools to access our school – unless we are directed to do by the Local Authority.

The DSL will undertake a risk assessment in respect of any new information received, considering how risks will be managed and which staff need to know about the information. This will be recorded on our safeguarding recording system - CPOMS

This policy has been remotely approved by Governors on 31.03.2020 and is available on the school website.