

2021

Springvale Primary

Safeguarding and Child Protection Policy
COVID19 Appendix



PLAYLEARNACHIEVETOGETHER

1. Context

From 20th March 2020 parents were asked to keep their children at home, wherever possible, and for schools and childcare providers to remain open only for a strictly limited number of children who absolutely needing to attend. [A further lockdown begun on Tuesday 5th January 2021 due to rising cases across the preceding weeks and months.](#)

These are children who are vulnerable or children whose parents are key workers and are critical to the COVID-19 response and who cannot be safely cared for at home.

Guidance on key worker definition is here:

<https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-educational-provision/guidance-for-schools-colleges-and-local-authorities-on-maintaining-educational-provision>

This addendum of the Springvale Primary Safeguarding and Child Protection policy is particularly relevant to vulnerable children and contains details of our individual safeguarding arrangements in the following areas:

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2. Key contacts

Role	Name	Contact number	Email
Headteacher/ Designated Safeguarding Lead (DSL)	Mr Lee McClure	Shared with staff/Governors/LA	Shared with staff/Governors/multi-agency teams/parents
Deputy Designated Safeguarding Lead	Mrs Rhia Fearn	Shared with staff/Governors/LA	Shared with staff/Governors/multi-agency teams/parents
Safeguarding Governors	Ms Claire Throssell	Shared with staff/Governors/LA	Shared with staff/Governors/multi-agency teams/parents

3. Vulnerable children

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 (EHC) plans. The school will make regular contact with the relevant families during the period of school closure.

Those who have a social worker include children who have a Child Protection (CP) 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 Local Authority and parents, to decide whether they need to continue to be offered a school or college 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 (DSL) (and deputy) 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.

4. Supporting children not in school

Springvale Primary School are committed to ensuring the safety and wellbeing of all its children and young people.

Where the DSL has identified a child to be on the edge of social care support, or who would normally receive pastoral-type support in school, they should ensure that a robust communication plan is in place for that child or young person. We would invite these children to attend school at all times to support them to the best of our ability.

When vulnerable children do not attend school we will make regular contact with them. The communication plans can include; remote contact, phone contact, door-step visits, remote learning. Other individualised contact methods should be considered and recorded.

Springvale Primary School and its DSL will work closely with all stakeholders to maximise the effectiveness of any communication plan.

This plan must be reviewed regularly (at least once a fortnight) and where concerns arise, the DSL will consider any referrals as appropriate.

Springvale Primary School will share messages regarding safeguarding and vulnerability updates on its website and social media pages. We will also signpost support services to children and their families around a range of issues like home learning, mental health support and financial advice.

Springvale Primary School 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 Springvale Primary need to be aware of this in setting expectations of pupils' work where they are at home.

5. Supporting children in school

Springvale Primary School is committed to ensuring the safety and wellbeing of all its students.

Springvale Primary School will continue to be a safe space for all children to attend and flourish. The Headteacher will ensure that appropriate staff are on site and staff to pupil ratio numbers are appropriate, to maximise safety. **A full and extensive remote learning offer will be in place that balances projects, activities and real time, live teaching for all pupils.**

Springvale Primary School will refer to the Government guidance for education and childcare settings on how to implement social distancing and continue to follow the advice from Public Health England on handwashing and other measures to limit the risk of spread of COVID19.

Springvale Primary School will ensure that where we care for children of critical workers and vulnerable children on site, we ensure appropriate support is in place for them. This will be bespoke to each child and recorded on CPOMS.

Where the school has concerns about the impact of staff absence – such as our DSL or first aiders – they will discuss them immediately with the Local Authority.

Springvale Primary School will continue to work with and support children's social workers to help protect vulnerable children. This includes working with and supporting children's social workers and the local authority virtual school head (VSH) for looked-after and previously looked-after children. The lead person for this will be the School Designated Leads for Looked After Children (LAC).

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 the Springvale Primary School will explore the reasons for this directly with the parent.

Where parents are concerned about the risk of the child contracting COVID19, school leaders or the social worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England.

Springvale Primary School will encourage our vulnerable children and young people to attend a school, including remotely if needed.

6. Attendance monitoring

Local authorities and education settings do not need to complete their usual day-to-day attendance processes to follow up on non-attendance.

Springvale Primary School will complete and upload the requested attendance data to the DFE portal and to the Local Authority via Perspective Lite.

Springvale Primary School 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. The School 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, school leaders will, when communicating with parents/carers 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, school leaders will notify their social worker.

7. Designated Safeguarding Lead

Springvale Primary School has a Designated Safeguarding Lead (DSL) and a Deputy DSL.

The Designated Safeguarding Lead is: Mr Lee McClure

The Deputy Designated Safeguarding Lead is: Mrs Rhia Fearn

The optimal scenario is to have a trained DSL (or deputy) available on site. 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, in addition to the above, a senior leader will assume responsibility for coordinating safeguarding on site.

This might include updating and managing access to CPOMS 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.

It is important that all leaders, staff and volunteers have access to a trained DSL (or deputy). On each day staff on site will be made aware of that person is and how to speak to them.

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

8. Reporting a concern

Where staff have a concern about a child, they should continue to follow the process outlined in the Springvale Primary School Safeguarding Policy, this includes making a report via CPOMS, which can be done remotely.

In the unlikely event that a member of staff cannot access their CPOMS from home, they should email the DSL or deputy. This will ensure that the concern is received and relevant action taken.

Staff are reminded of the need to report any concern immediately and without delay, whatever the circumstances.

Where staff are concerned about an adult working with children in the school, they should refer to the school's 'Staff Code of Conduct' and 'Whistleblowing' policies.

Concerns around the Headteacher should be directed to the Chair of Governors, Mrs K Thorogood.

The Local Authority will continue to offer support in the process of managing allegation

9. Safeguarding Training and induction

Face-to-face DSL training is very unlikely to take place whilst there remains a threat of the COVID 19 virus. Our school has four staff and one governor trained to DSL standard (Summer 2020).

All existing school staff and Governors have had basic safeguarding training and have received and read part 1 of Keeping Children Safe in Education (2020) (KCSiE). The DSL should communicate with staff any new local arrangements, so they know what to do if they are worried about a child.

Where new staff are recruited, or new volunteers enter a school they will continue to be provided with a safeguarding induction to the usual standard following the school's 'Induction Policy.'

If staff are deployed from another education establishment 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

For movement within the cluster of local schools, or the wider LA, we will seek assurance from the host school that the member of staff has received appropriate safeguarding training.

Upon arrival, they will be given a copy of the receiving setting's Child Protection Policy, any other relevant policies and confirmation of local processes and confirmation of DSL arrangements.

10. 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, the school will continue to follow the relevant safer recruitment processes for their setting, including, as appropriate, relevant sections in part 3 of 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.

Where school are utilising volunteers, we will continue to follow the checking and risk assessment process as set out in paragraphs 167 to 172 of KCSiE. Under no circumstances will a volunteer who has not been checked be left unsupervised or allowed to work in regulated activity.

Springvale Primary School 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. Full details can be found at paragraph 163 of KCSiE.

Springvale Primary School will continue to consider and make referrals to the Teaching Regulation Agency (TRA) as per paragraph 166 of 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

Whilst acknowledging the challenge of the current National emergency, 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, schools will continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSiE.

11. Online safety in schools and colleges

Springvale Primary School 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.

12. 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.

Online teaching should follow the same principles as set out in the school's 'eSafety Policy' and other relevant policies and codes of conduct.

Springvale Primary School will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements.

Below are some things to consider when delivering/receiving virtual lessons/video conferencing, especially where webcams are involved:

- Staff must only use platforms agreed by the school to communicate with pupils, and it is the responsibility of the teachers to gatekeep and check content and comments.
- 1:1 video conferencing is strictly prohibited – in no circumstances should staff make or take video calls with pupils. If video conferencing is to be used to support vulnerable pupils, 2 staff should be present at all times
- Suitable clothing should be worn by anyone in the household.
- Any computers used should be in appropriate areas, for example, not in bedrooms; and the background should be blurred where ever possible
- If live classes are used they should be recorded so that if any issues were to arise, the video can be reviewed.
- Language must be professional and appropriate, including any family members in the background.
- Staff should record, the length, time, date and attendance of any sessions held.
- Pupils should:
 - Have their video turned on and their microphone muted unless asked to engage by the online teacher
 - Be appropriately dressed, etc as per the staff mentioned above
 - Display their first name and year group to allow staff to engage with them
 - Not use the chat facility unless to respond to teachers or to ask for help- learning or technical
 - Behave/engage well and follow our school's in-school 'Steps to Success'

13. Peer on Peer Abuse

Springvale Primary School 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 part 5 of KCSiE and of those outlined within of the Child Protection Policy.

Springvale Primary 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 on CPOMS and appropriate referrals made.

14. Support from the Local Authority

The LA will provide support and guidance as appropriate to enable the DSL and/or school leaders to carry out their role effectively.

This includes regular updates on guidance from central or local Government, access to supporting services and signposting new departments to support the COVID-19 response.

The LA will also provide regular cluster lead, group and/or individual supervision support. This may take the form of an online meeting or emailed documentation.