COVID-19 Dove CE Academy SAFEGUARDING AND CHILD PROTECTION POLICY UPDATE (TO BE READ IN CONJUNCTION WITH Dove CE Academy's MAIN POLICY AND ALL OTHER RELEVANT POLICIES)

Updated 11th January 2021, in line with DfE Covid 19 safeguarding in schools, colleges and other providers guidance.

Restricting attendance during the national lockdown: schools (publishing.service.gov.uk)

Actions for schools during the coronavirus outbreak - GOV.UK (www.gov.uk)

SCHOOL NAME:- Dove CE Academy

POLICY OWNER:- Kerry Fabi

DATE OF UPDATE:- Jan 2021

DATE SHARED WITH STAFF:- Jan 2021

CONTEXT

From 5th January 2021 parents were asked to support public health efforts by keeping their children at home, wherever possible, and for schools to remain open for those children of workers critical to the COVID-19 response - who absolutely need to attend.

Schools and all childcare providers were also 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.

Schools must continue to have regard to the statutory safeguarding guidance, keeping children safe in education. Keeping children safe in education (publishing.service.gov.uk)

This is an addendum to the Dove CE Academy Safeguarding, and Child Protection policy.

Dove CE Academy

Key contacts

Head teacher :- Kerry Fabi

Designated Safeguarding Lead :- Kerry Fabi

Deputy Designated Safeguarding Lead :- Cheryl Lear / Audrey Walker

Chair of Governors :- Kevin Flower

Safeguarding Governor:- Graham Goodall

Contents Page

Context……2

Vulnerable children……...4

Alternative provision……6

Special schools and specialist Post 16 provision……6

Attendance……..7

Critical workers……..8

Safeguarding and reporting a concern……10

Designated safeguarding lead……10

Safeguarding training and induction……11

Safer recruitment,volunteers and movement of staff……12

Online safety……13

Children and online safety away from school……13

Delivering remote education……14

Supporting children not in school……..14

Supporting children in school……15

Mental health……15

Peer on peer abuse……16

Useful safeguarding contact numbers……17

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

Those who have a social worker include children who have a Child Protection Plan and those who are looked after by the Local Authority. Vulnerable children and young people include those who:

- are assessed as being in need under section 17 of the Children Act 1989, including children and young people who have a child in need plan, a child protection plan or who are a looked-after child
- have an education, health and care (EHC) plan
- have been identified as otherwise vulnerable by educational providers or local authorities (including children's social care services), and who could therefore benefit from continued full-time attendance, this might include:
- children and young people on the edge of receiving support from children's social care services or in the process of being referred to children's services
- adopted children or children on a special guardianship order
- those at risk of becoming NEET ('not in employment, education or training')
- those living in temporary accommodation
- those who are young carers
- those who may have difficulty engaging with remote education at home (for example due to a lack of devices or quiet space to study)
- care leavers

others at the provider and local authority's discretion including pupils and students who need to attend to receive support or manage risks to their mental health

Children of critical workers and vulnerable children who can access schools or educational settings - GOV.UK (www.gov.uk)

Dove CE Academy recognises that previously looked after children are a potentially vulnerable group who may not have a social worker and will consider the support and offer to this cohort of children. In particular families and friend's carers may need additional support. Some previously looked after children may still have significant emotional wellbeing needs linked to their journey into care. Education settings have a key role in supporting the stability of those children with special guardianship orders or in adoptive homes.

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 (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.

Dove CE Academy 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. We will work with social workers to ensure that Personal Education Plans (PEPs) for Looked After Children are up to date with the current education offer that looked after children are accessing.

The DSL (Kerry Fabi) will continue to provide support to teachers and pastoral staff to ensure that contact is maintained with children (and families) who are not attending school.

Schools are expected to allow and strongly encourage vulnerable children and young people to attend. Parents/carers of vulnerable children and young people are strongly encouraged to take up the place. If vulnerable children and young people do not attend, Dove CE Academy will:

- work together with the local authority and social worker (where applicable) to follow up with the parent or carer to explore the reason for absence, discussing their concerns using supporting guidance considering the child's circumstances and their best interests
- work together with the local authority and social worker (where applicable) and other relevant partners to encourage the child or young person to attend educational provision, particularly where the social worker agrees that the child or young person's attendance would be appropriate

Where schools grant a leave of absence to a vulnerable child or young person they should still speak to parents and carers, and social workers (where applicable) to explore the reasons for this and any concerns raised. The discussions should focus on the welfare of the child or young person and ensuring that the child or young person is able to access appropriate education and support while they are at home.

Where providers have had to temporarily stop on-site provision on public health advice, they should inform the local authority to discuss alternative arrangements for vulnerable children and young people and work towards welcoming back pupils as soon as possible, where feasible to do so.

Dove CE Academy are encouraged to work collaboratively with other schools and education providers and other local partners (including the local authority, social workers, police, youth services, key workers etc.) to maximise opportunities for face-to face provision for vulnerable children.

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

Dove CE Academy will encourage our vulnerable children and young people to attend a school, including remotely if needed. The DSL will continue to provide support to teachers and pastoral staff to ensure that contact is maintained with children (and families) who are not attending school.

Alternative provision schools

Alternative Provision schools should remain open to vulnerable children and young people and children of critical works (recognising that the characteristics of the cohorts in alternative provision will mean these settings continue to offer face to face provision for all pupils, where appropriate).

We expect AP schools to actively encourage those they consider to be vulnerable – identified in partnership with local services - to attend provision. They should provide robust remote learning for those who are not attending.

On occasion AP schools will encounter circumstances where they cannot provide their usual interventions and provision at adequate staffing ratios, or with staff with vital specialist training. In these circumstances they should seek to resume as close as possible to full time provision, as soon as possible, for all children of critical workers and those deemed vulnerable.

Hospital schools should continue to provide full time education where it is safe and feasible to do so, and in line with hospital infection prevention and control (IPC) measures.

Special schools and specialist post 16 provision

We want our children and young people in Dove CE Academy (special schools, including residential special schools, and special post-16 institutions) to continue to receive high-quality teaching and specialist professional support. This is because we know that children and young people with special educational needs and disabilities (SEND), and their families, can be disproportionately impacted by being out of education. Dove CE Academy should continue to welcome and encourage pupils to attend full-time where the parent/carer wishes for their child to be able to attend. Special post-16 settings should continue to welcome and encourage students to attend as per their usual timetable where the young person wishes to attend.

On occasion Dove CE Academy may encounter circumstances where we cannot provide our usual interventions and provision at adequate staffing ratios, or with staff with vital specialist training. In these circumstances we should seek to resume as close as possible to the child of young person's specified provision as soon as possible.

Pupil level risk assessments, which were used last spring, should not be used to filter children and young people in or out of attendance, but could be helpful to prioritise the provision a child or young person can get if full time provision for all is not possible.

Attendance

During this period of national lockdown, primary, secondary, alternative provision and special schools will remain open to vulnerable children and young people and the children of critical workers only (recognising that the characteristics of the cohorts in special schools and alternative provision will mean these settings continue to offer face to face provision for all pupils, where appropriate). All other pupils should receive remote education. Pupils who are self-isolating should not attend school. Clinically extremely vulnerable pupils are also advised not to attend school.

Dove CE Academy will continue to record attendance in the register. We will follow up on absences of the pupils who are expected to be in school but where a parent wishes for their child to be absent, we may authorise the absence during this national lockdown period.

All pupils who are not eligible to be in school should be marked as Code X. They are not attending because they are following public health advice. As vulnerable children are still expected to attend school full time, they should not be marked as Code X if they are not in school (except if they are shielding, self-isolating or quarantining). If the parent of a vulnerable child wishes their child to be absent, the parent should let the school know.

The DfE expects schools to grant applications for leave of absence given the exceptional circumstances. This should be recorded as code C (leave of absence

authorised by the school) unless another authorised absence code is more applicable.

Shielding advice is currently in place, and so all children still deemed clinically extremely vulnerable are advised not to attend school.

Dove CE Academy and social workers will agree with parents/carers whether children in need should be attending school and we will then follow up on any pupil that they were expecting to attend, who does not.

We 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.

Phone calls will be made to the parents/carers in these circumstances.

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

Critical workers

Parents whose work is critical to the coronavirus (COVID-19) and EU transition response include those who work in health and social care and in other key sectors outlined in the following sections. Children with at least one parent or carer who is a critical worker can go to school or college if required, but parents and carers should keep their children at home if they can.

Critical workers and vulnerable children who can access schools or educational settings - GOV.UK (www.gov.uk)

The full list can be found here:

This includes, but is not limited to, doctors, nurses, midwives, paramedics, social workers, care workers, and other frontline health and social care staff including volunteers; the support and specialist staff required to maintain the UK's health and social care sector; those working as part of the health and social care supply chain, including producers and distributors of medicines and medical and personal protective equipment.

Education and childcare :-

- childcare
- support and teaching staff
- social workers
- specialist education professionals who must remain active during the coronavirus (COVID-19) response to deliver this approach

Key Public Services:-

- those essential to the running of the justice system
- religious staff
- charities and workers delivering key frontline services
- those responsible for the management of the deceased
- journalists and broadcasters who are providing public service broadcasting

Local and national government. This only includes those administrative occupations essential to the effective delivery of:-

- the coronavirus (COVID-19) response, and the delivery of and response to EU transition
- essential public services, such as the payment of benefits and the certification or checking of goods for import and export (including animal products, animals, plants and food), including in government agencies and arms length bodies

Food and other necessary good. This includes those involved in food:-

- production
- processing
- distribution
- sale and delivery
- as well as those essential to the provision of other key goods (for example hygienic and veterinary medicines)

Public safety and national security. This includes:-

- police and support staff
- Ministry of Defence civilians
- contractor and armed forces personnel (those critical to the delivery of key defence and national security outputs and essential to the response to the coronavirus (COVID-19) outbreak and EU transition)
- fire and rescue service employees (including support staff)
- National Crime Agency staff
- those maintaining border security, prison and probation staff and other national security roles, including those overseas

Transport and border.

This includes those who will keep the air, water, road and rail passenger and freight transport modes operating during the coronavirus (COVID-19) response and EU transition, including those working on transport systems through which supply chains

pass and those constructing or supporting the operation of critical transport and border infrastructure through which supply chains pass.

Utilities, communication and financial services. This includes:-

- staff needed for essential financial services provision (including but not limited to workers in banks, building societies and financial market infrastructure)
- the oil, gas, electricity and water sectors (including sewerage)
- information technology and data infrastructure sector and primary industry supplies to continue during the coronavirus (COVID-19) response
- key staff working in the civil nuclear, chemicals, telecommunications (including but not limited to network operations, field engineering, call centre staff, IT and data infrastructure, 999 and 111 critical services)
- postal services and delivery
- payments providers
- waste disposal sectors

Children of critical workers and vulnerable children who can access schools or educational settings - GOV.UK (www.gov.uk)

Safeguarding and reporting of concerns

Where staff have a concern about a child, they should continue to follow the process outlined in our Safeguarding Policy.
https://www.dove.staffs.sch.uk/images/image_gallery/large/1599053480.pdf

Staff are reminded of the need to report and record 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 over the phone and followed up with an email to the head teacher to confirm the discussion.

Concerns around the Headteacher should be directed to the Chair of Governors and CEO **(Kevin Flower / Keith Hollins)**

Schools must continue to have regard to the statutory safeguarding guidance, keeping children safe in education.

It will be important that all staff working in the school are aware of this revised policy addendum.

There should be no change to local multi-agency safeguarding arrangements, which remain the responsibility of the three safeguarding partners (local authorities, clinical commissioning groups and chief officers of police). We expect all local safeguarding partners to be vigilant and responsive to all safeguarding threats and ensure vulnerable children and young persons are safe – particularly as more children and young people will be learning remotely.

Designated Safeguarding Lead

It is expected that Dove CE Academy will have a trained DSL (or deputy) available on site. However, it is recognised that there may be operational challenges to this. In such cases, there are two options to consider:

- a trained DSL (or deputy) from the school can be available to be contacted via phone or online video, for example working from home
- sharing trained DSLs (or deputies) with other schools (who should be available to be contacted via phone or online video)

Where a trained DSL (or deputy) is not on site, in addition to one of the above options, a senior leader should take responsibility for co-ordinating safeguarding on site.

This might include updating and managing access to child protection online 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 Academy.

The DSL will ensure all relevant safeguarding and welfare information held on children remains accurate, and complete. If a child from our school attends another setting, we will do what we can reasonably to provide the receiving institution with relevant welfare and child protection information

It is important that all 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.

Safeguarding Training and Induction

All existing school staff at Dove CE Academy have had safeguarding training and have read part 1 of Keeping Children Safe in Education (2020). 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 Dove CE 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 consider the DfE supplementary guidance on safeguarding children

during the COVID-19 pandemic and will accept portability as long as the current school 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
- that the member of staff has received appropriate safeguarding training.

Upon arrival, they will be given a copy of our 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, Dove CE 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 (2020) (KCSIE). Schools must comply with their legal duties regarding pre-appointment including having regard to part three of the statutory safeguarding guidance keeping children safe in education.

Where Dove CE Academy are utilising volunteers, that Dove CE Academy 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.

Dove CE 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. Full details can be found at paragraph 163 of KCSIE.

Dove CE Academy will also 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 Dove CE Academy is aware, on any given day, which staff/volunteers will be in Dove CE Academy, and that appropriate checks have been carried out, especially for anyone engaging in regulated activity. As such, Dove CE Academy will continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE.

Volunteers

Volunteers may be used to support the work of the school, as would usually be the case. It is important that they are properly supported and given appropriate roles. Where schools are using volunteers, they should continue to follow the checking and

risk assessment process as set out in the volunteer section in part 3 of keeping children safe in education.

Under no circumstances will a volunteer who has not been checked be left unsupervised or allowed to work in regulated activity. Mixing of volunteers across groups should be kept to a minimum, and they should remain 2 metres from pupils and staff where possible.

Existing volunteers in regulated activity do not have to be re-checked if they have already had a DBS check (which includes barred list information).

Supervision must be:

- by a person who is in regulated activity.
- regular and day to day; and
- reasonable in all the circumstances to ensure the protection of children.

Online safety in Dove CE Academy

We will continue to provide a safe environment, including online. This includes the use of an online filtering system. Where pupils are using computers in Dove CE Academy appropriate supervision will be in place.

Children and online safety away Dove CE Academy

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 online teaching and learning policy and all live lessons must be recorded.

Dove CE Academy 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 IF there are virtual lessons, especially where webcams are involved:

- No 1:1s, groups only, unless specific permission has been granted.
- Staff and children must wear suitable clothing, as should anyone else in the household.
- Any computers used should be in appropriate areas, for example, not in staff bedrooms; and the background should be blurred.
- Language must be professional and appropriate, including any family members in the background.
- Staff must only use platforms specified by senior leaders and approved by our IT network manager / provider to communicate with students

- Staff should note the length, time, date and attendance of any sessions held and report any safeguarding concerns.

The behaviour policy has an addendum for conduct in online lessons

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 Dove CE Academy 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 Dove CE Academy code of conduct.

Dove CE Academy will ensure that any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements.

Delivering remote education safely

Keeping children safe online is essential.
https://www.gov.uk/government/publications/keeping-children-safe-in-education--2

The statutory guidance keeping children safe in education provides schools and colleges with information on what they should be doing to protect their pupils online. Support on delivering online remote education safely is available from:

•safe remote learning safe remote learning, published by SWGfL

• online safety online safety and safeguarding, published by LGfL, which covers safe remote learning

• the National Cyber Security Centre, which includes which video conference service is right for you and using video conferencing services securely video conferencing

• safeguarding and remote education during coronavirus Covid-19 safeguarding and remote education during coronavirus (COVID-19)

• annex C of keeping children safe in education
https://www.gov.uk/government/publications/keeping-children-safe-in-education--2

Supporting children not in Dove CE Academy

Dove CE Academy is committed to ensuring the safety and wellbeing of all their 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 Dove CE Academy, they should ensure that a robust communication plan is in place for that child or young person.

Details of this plan must be recorded as should a record of contact have made.

The communication plans can include; remote contact, phone contact, door-step visits. Other individualised contact methods should be considered and recorded.

Dove CE Academy 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. Dove CE Academy will share safeguarding messages on its website and social media pages.

Dove CE Academy recognises that Dove CE Academy is a protective factor for children and young people, and that the current circumstances, can affect the mental health of pupils and their parents/carers. All Dove CE Academy staff are aware of this in setting expectations of pupils' work where they are at home.

Dove CE Academy will ensure that where they care for children of critical workers and vulnerable children on site, they ensure appropriate support is in place for them.

Supporting children in Dove CE Academy

Dove CE Academy is committed to ensuring the safety and wellbeing of all its pupils. Our pupils will continue to have a safe space for all children to attend and flourish. Our Governors and Head Teacher will ensure that appropriate staff are on site and staff to pupil ratio numbers are appropriate, to maximise safety.

Dove CE Academy 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. They will ensure that where we care for children of critical workers , vulnerable children and returning pupils on site, we ensure appropriate support is in place for them.

Where Dove CE Academy has concerns about the impact of staff absence – such as the Designated Safeguarding Lead or first aiders – they will discuss them immediately with the Chair of Governors.

Mental Health

Dove CE Academy are aware of the impact of the negative experiences and distressing life events on the mental health of children, parents and staff. We will, as we always have, ensure there is appropriate support and signposting to relevant support agencies in place, and also supporting those children who continue to work from home

Pupils may be experiencing a variety of emotions in response to the coronavirus (COVID19) outbreak, such as anxiety, stress or low mood. This may particularly be the case for vulnerable children, including those with a social worker and young carers. It is important to contextualise these feelings as normal responses to an abnormal situation. Some may need support to re-adjust, either to a return to

learning at home or being in school without their peers, and some may be showing signs of more severe anxiety or depression. Others will not be experiencing any challenges and will be content with the change in circumstances.

The return to remote learning for most will limit pupils' social interaction with their peers, carers and teachers, which may have an impact on wellbeing.

To support school staff to understand how coronavirus (COVID-19) is affecting children and young people's mental health and wellbeing, and what they can do to look after, promote and support their own, other staff's and children and young people's wellbeing and mental health, the government has recently launched the wellbeing for Education Return programme

Schools should also provide more focused pastoral support where issues are identified that individual pupils may need help with, drawing on external support where necessary and possible. Schools should also consider support needs of particular groups they are already aware need additional help (for example, children in need.)

Schools should also make sure that parents and pupils are aware of who in the school to contact if they have a new concern about mental health and wellbeing.

We should consider the provision of pastoral and extra-curricular activities to all pupils, including those learning at home (for example through online activities and assemblies), designed to:

- Support social engagement and maintaining friendships
- Address and equip pupils to respond to issues linked to coronavirus (COVID-19)
- Support pupils with approaches to improving their physical and mental wellbeing

We should consider how we are working with school nursing services to support the health and wellbeing of their pupils; school nursing services are continuing to offer support to pupils in school and working remotely– school nurses as leaders of the healthy child programme can offer a range of support including:

- support for resilience, mental health and wellbeing including anxiety, bereavement and sleep issues
- support for pupils with additional and complex health needs
- supporting vulnerable children and keeping children safe Schools and school nurses need to work together to ensure delivery of the healthy child programme (which includes immunisation), identifying health and wellbeing needs which

Peer on Peer Abuse

Dove CE Academy recognises that during the closure a revised process may be required for managing any report of such abuse and supporting victims. Where Dove CE Academy 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 the Dove CE Academy

Child Protection Policy. Our school will listen and work with the young person, parents/carers and any multiagency partner required to ensure the safety and security of that young person.

Concerns and actions will be recorded and appropriate referrals made.

USEFUL CONTACT NUMBERS

FIRST RESPONSE PHONE NUMBER :- 08001313126

DUTY LADO :- Contact First Response, 0800 1313126

NSPCC :- 0808 800 5000

virtual.school@staffordhsire.gov.uk

ESAS:- 01785 895836