

**DAVISON C.E. HIGH SCHOOL - COVID19
ANNEX 1 - SCHOOL SAFEGUARDING POLICY**



COVID-19 Safeguarding and Child Protection Policy annex 1

School Name: Policy owner:

Date adopted: 1st April 2020

Date shared with staff: 20th April 2020



1. Context

From 20th March 2020 government guidance required all schools to partially close for the period of interim COVID-19 arrangements.

Schools and all childcare providers are asked to provide care for a limited number of children - children who are vulnerable, those with EHCPs where an assessment of need has taken place and children whose parents are critical to the COVID-19 response and cannot be safely cared for at home.

This annex of Davison C.E. High School's Safeguarding and Child Protection policy will take effect during this period of time and will be reviewed as government policy and guidance changes.

This is version 1.0 of this annex. It will be reviewed by our DSL or a deputy DSL regularly as circumstances continue to evolve or following updated Department for Education advice or guidance. It is available on the school website

<https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19>

We will ensure that on any given day the DSL and deputy DSLs are available in school and remotely. Please use the CPT@daviosnhigh.school e-mail if you need to speak to a member of the child protection team. **Please use initials for pupil's names and limited bullet points of details, so that risk can be assessed. Further information must be logged on CPOMs, which can be accessed remotely by all staff.**

Safeguarding priority

During these challenging times the safeguarding of all children at our school – whether they are currently at home or in attendance – continues to be our priority. The following fundamental safeguarding principles remain the same:

- the best interests of children continue to come first
- if anyone in our school has a safeguarding concern, they will act immediately
- a designated safeguarding lead (DSL) or deputy DSL will always be available
- no unsuitable people will be allowed to gain access to children
- children should continue to be protected when they are online.



This policy has been amended in line with Department for Education and West Sussex County Council guidance for Safeguarding in Education.

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2. Key contacts

Key Contacts:	
Headteacher	Chris Keating c.keating@davisonhigh.school Telephone: 01903 233835
Designated Senior Person for Child Protection (DMS):	Assistant Headteacher: Claire Heron c.heron@davisonhigh.school Telephone: 01903 233835
Deputy Safeguarding Leads	Deputy Headteacher: Tony Davies a.davies@davisonhigh.school Assistant Headteacher: Sarah Binney s.binney@davisonhigh.school Pastoral Lead: Martine Di Paola m.dipaola@davisonhigh.school Telephone: 01903 233835
Additional members of the Child Protection Team (CPT) are;	Hannah Fox, Nicola Roberton, Lucy Fisher, Melanie Cole and Kirsty Chamberland and can be contacted at CPT@davisonhigh.school
Safer Recruitment Lead	School Business Manager: Carly Bradley c.bradley@davisonhigh.school Telephone: 01903 233835
Lead Governor for Child Protection:	Pauline Constable
Chair of Governors:	Caroline Cooper Telephone: 01903 233835
MASH West Sussex Multi-Agency Safeguarding Hub:	Tel: 01403 229900 (Out of Hours – 0330 222 6664) MASH@westsussex.gov.uk Referral forms via; Adults - https://www.westsussex.gov.uk/raiseaconcernaboutanadult Children's - www.westsussex.gov.uk/Raiseaconcernaboutachild



Local Authority Designated Officer (LADO):	Jenny Coker (Designated Officer) 0330 222 3339
Community Safety Lead Officer:	lado@westsussex.gov.uk
Safeguarding in Education Manager:	Jez Prior 0330 222 7618 jez.prior@westsussex.gov.uk

3. Staff Resilience – School Safeguarding Team

Keeping Children Safe in Education 2019 (Page 19, para 65) states; ‘During term time, the designated safeguarding lead and/or a deputy should always be available (during school or college hours) for staff in the school or college to discuss any safeguarding concerns. It is a matter for individual schools and colleges and the designated safeguarding lead to arrange adequate and appropriate cover arrangements for any out of hours/out of term activities.’

Please note this means the DSL or Deputy DSLs may be available for contact on the phone / video call and do not need to be physically in school.

During this period our school will follow all DfE and Local Authority guidance and practice.

DfE

All DfE COVID-19 guidance is found here;

<https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19>

DfE Covid-19 safeguarding update here;

<https://www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers>

Local Authority

All updates to schools are sent via the Director of Education.

<http://schools.westsussex.gov.uk>

The safeguarding bulletins and guidance are all embedded within the links above, so it is important to read each entire document as they expand in a lot more detail in many of the areas identified below.

These can also be found here;

<https://secure2.sla-online.co.uk/v3/Resources/Page/13966>



4. Capacity of DSL in our school;

During the school holiday a member of SLT are on site and the DSL and deputies can be contacted by telephone or e-mail. During term time, there will be a pastoral manager on site and the child protection team are contactable via e-mail. If there is an urgent concern, this must be passed onto the DSL or Deputy immediately via telephone. All SLT phone numbers have been passed onto staff via e-mail.

All concerns must be passed on using CPT@davisonhigh.school, use initials for pupils names and limited bullet points of details, so that risk can be assessed. Further information must be logged on CPOMs, which can be accessed remotely.

All regular duties of the Safeguarding and Child Protection team will remain during this period where possible in order to protect both children on roll but not in school and those in school.

This will include;

- Managing concerns raised
- Updating and managing access to safeguarding and child protection records
- Liaising with the offsite DSL and deputies
- Undertaking risk assessments for all pupils as necessary
- Co-ordinating safeguarding provision and checks for all vulnerable pupils on and off site
- Liaising with children's social workers where they require access to children in need carry out statutory assessments at the school or college engage with key safeguarding partners when requested in an appropriate and safe manner.

5. Safeguarding Training and Induction

For the period COVID-19 measures are in place, a DSL (or deputy) who has been trained will continue to be classed as a trained DSL (or deputy) even if they miss their refresher training. All training at Davison is up to date and the DSL training dates for our staff are January 2020.

All existing school staff have had safeguarding training and have read part 1 of Keeping Children Safe in Education (2019). All staff are aware of WSCC procedures for referral and have access to key contacts to do this.

All new staff will receive the training handbook and arrangement for an online induction session will be arranged if necessary. All staff will join the whole school training in September 2020.

6. Safer recruitment/volunteers and movement of staff

Our standing policy clearly identifies how we follow procedure to ensure that all adults working in our school are safe to do so. This does not change for the duration of this annex policy.



Davison C.E. High School 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 (2019) (KCSIE).

7. Disclosure and Barring

Davison C.E. High School fully adheres to LA Model Safer Recruitment Policy as outlined here; <https://secure2.sla-online.co.uk/v3/Resources/Page/1314> we will follow our existing policy and practice for DBS, other appropriate checks for all staff and SCR procedures.

Our school will also amend practice in line with DfE COVID-19 using community volunteers;

<https://www.gov.uk/government/publications/safeguarding-factsheet-community-volunteers-during-covid-19-outbreak/safeguarding-and-dbs-factsheet-faqs-who>

It will also amend practice as outlined by the LA to evidence checkers in school during the Covid 19 period.

8. Vulnerable children

During this period school will refer to the Government and Local Authority guidance to define vulnerable groups.

Where possible all safeguarding and child protection practices stated in our main policy will be adhered to.

Additional or amended practices will be added as further appendices to this policy as appropriate.

The COVID-19 definition March 2020 stated;

Vulnerable children include those who have a Social Worker and those children and young people up to the age of 25 with an 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.

Recent Government guidance is that all vulnerable children should be attending school however it is recognised that normal attendance rules do not apply.

Davison C.E. High School will continue to work with and support children's Social Workers to help protect vulnerable children, especially those vulnerable children who are not attending school.

Our school will discuss such cases regularly with the children's Social Worker and identify what part the school can play in monitoring a vulnerable child on a case by case basis.



Children Looked After

Our school will work with children's Social Workers and the local authority Virtual School Headteacher (VSH) for looked-after and previously looked-after children.

The lead persons in our school for this are: Claire Heron and Lucy Fisher

Lucy Fisher will encourage our vulnerable children and young people to attend school, including remotely if needed.

9. Children's Social Care – RAG Assessment of Open Cases

Similar to the process being advocated for schools in line with the Government Guidance, WSCC Children's Social Care have drawn up the following RAG rating to triage their open cases. During this period Davison C.E. High School will fully adhere to these practices.

10. Continued Safeguarding Planning

Schools RAG Assessment for children with safeguarding concerns.

Davison C.E. High School will follow all Local Authority guidance regarding pupils who are not supported by key safeguarding partners but are defined by us as vulnerable pupils due to the current school arrangements.

Senior leaders, especially the Designated Safeguarding Lead and Deputies 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.

Davison C.E. High School will encourage these children also to attend school.

Where these children are not attending our school will consider, on a case by case basis, how we can monitor and support those children and their families.

11. Supporting children in school

Davison C.E. High School is committed to ensuring the safety and wellbeing of all its students and will continue to work within all previous relevant policies.

Davison C.E. High School will refer to all Government guidance and local 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 COVID-19.

The school is currently open to a small number of vulnerable and key worker children. We are working under a rota system to minimise contact and risk. Teaching staff are delivering their lessons via the school's learning platform. Children in school are following the same offer with additional leisure activities. Support staff are also on a rota and are working either off or on site, depending on their job description. There are safeguarding procedures with regards to the health and wellbeing of staff and pupils in school, such as social distancing, regular hand washing and temperature checks.



12. Supporting children not in school

Davison C.E. High School is committed to ensuring the safety and wellbeing of all its students and will continue to work within all previous relevant policies.

Our school will safeguard vulnerable pupils in line with DfE COVID-19 guidance and local practices by:

- Identifying vulnerable pupils
- The CPT meeting regularly via video conference to update the team and discuss vulnerable families
- Continued engagement and liaison with lead partners
- The School acting as a lead agency if appropriate
- Having regular contact with vulnerable families
- Updating risk assessments
- Communicating plans to families and other professionals
- Recording of above on CPOMs
- Keeping the child at the centre

13. 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.

Laura Clegg will report daily attendance to the DfE. The DfE guidance on attendance, access, registration and coding will continue to be reviewed throughout this period and Davison C.E. High School will follow the latest national and local guidance at all points.

Any enquiries that we have will be addressed to Pupil Entitlement Investigation on:
Email - PEI@westsussex.gov.uk Tel - 0330 222 8200.

14. Reporting a concern

Where staff have a concern about a child, they will continue to follow the process outlined in our full school Safeguarding Policy, using the CPT@Davisonhigh.school e-mail address. This can be also found on the school FROG platform in the staffroom area, under safeguarding.

15. Online safety in schools and colleges

All use of online systems and work in school will adhere to all usual policies.

16. Children and online safety, onsite and away from school

School will adhere to the following of all current policies;



To support our policies, our school will ensure that;

- ALL learning will be accessed via the school's FROG platform.
- Children and their families will be contacted by staff using the school e-mail.
- Pre-recorded streamed sessions, webinars and platforms can be used but NOT live video calls.
- All school social media forums will be set to private accounts and will be monitored for appropriate content.
- Any platform using the school's name and logo must be authorized by the Headteacher.
- Accessibility for families to levels of technology and have ensured that this is not a barrier to groups of children's learning.
- Support for the Health and wellbeing of pupils can be found on FROG.
- Support for the health and wellbeing of the staff members can be found on FROG.
- Advice for where to get support for parents and children are sent as regular bulletins, which include online safety and well-being.

All updated and ongoing guidance from the DfE and Local Authority on these matters will be followed.

17. Support from the Local Authority

The WSCC Safeguarding in Education Team will provide support and guidance as appropriate to enable the DSL to carry out their role effectively.

The SiE team will also provide guidance and resources as appropriate to support schools with all areas of safeguarding.

Phone - 0330 222 4030

Email - safeguarding.education@westsussex.gov.uk

<https://secure2.sla-online.co.uk/v3/Resources/Page/13966>