



AMENDED

COVID-19 arrangements for Safeguarding and child protection at Stockham Primary School

School name: Stockham Primary School

Policy owner: Head Teacher

Date: 2th April 2020

Date shared with governors and trustees: 02.04.2020

Date shared with staff: 03.04.2020

Adapted by Alison Beasley, Designated Officer and Manager of the Education Safeguarding Advisory Team

With thanks to Louis Donald, Trust Safeguarding Manager at the Stowe Valley Multi Academy Trust and Andrew Hall, <https://www.safeguardingschools.co.uk/andrew-hall>

This is also in line with DFE guidance <https://www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers>

1. Context

From 20th 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 Stockham Primary School Safeguarding, and Child Protection policy contains details of our individual Safeguarding arrangements in the following areas:

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2. Key contacts

Role	Name	Phone	email
Designated Safeguarding Lead (DSL)	Ruth Burbank	01235 764407	Head.2583@stockham.oxon.sch.uk
Deputy Designated Safeguarding lead (DDSL)	Joe Burbank	01235 764407	Jbur8297@stockham.oxon.sch.uk
Deputy Designated Safeguarding lead (DDSL)	Catherine Cargill	01235 764407	Ccar1234@stockham.oxon.sch.uk
Chair of governors/trustee	Heena Brown	07773 056972	Heena.brown@stockham.oxon.sch.uk
Safeguarding governor/trustee	Duncan Francis	0777057 5592	Duncan.francis@stockham.oxon.sch.uk
Please add any others			

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.

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 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.

The Headteacher as Designated Safeguarding Lead (and Deputy's) 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.

Stockham 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: Ruth Burbank

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 Stockham Primary School will explore the reasons for this directly with the parent. We as a school will ensure that all professionals involved with these vulnerable children, (e.g. social workers, SEND case workers, LCSS, Early Help worker etc) are fully informed around the current attendance of the child (attending school or not) and if not attending school the arrangements that we have put in place around Safeguarding this child.

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

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

4. 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.

Stockham Primary School and social workers will agree with parents/carers whether children in need should be attending school. The Attendance Officer (Penny Charlton) will then follow up on any pupil they were expecting to attend that subsequently does not. They will also be in contact with any parent or carer that has arranged care for their child(ren) when their child(ren) subsequently does not attend.

Communication with parents and carers will occur via a telephone conversation. To support the above, Stockham Primary School will confirm emergency contact numbers are correct and request any additional emergency contact numbers where available.

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

The Department for Education has introduced a [daily online attendance form](#) to keep a record of children of critical workers and vulnerable children who are attending school. This allows for a record of attendance for Safeguarding purposes and allows schools to provide accurate, up-to-date data to the department on the number of children taking up places.

The attendance data will also be shared with the Local Authority attendance team Attendance@oxfordshire.gov.uk.

5. Designated Safeguarding Lead

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

The Designated Safeguarding Lead is: Ruth Burbank

The Deputy Designated Safeguarding Leads are: Joe Burbank and Catherine Cargill

The Governor responsible for Safeguarding is: Duncan Francis

A member of the DSL team will always be available during school hours. 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 designated member of staff will assume responsibility for coordinating Safeguarding on site. This might include 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 our staff and volunteers have access to a trained DSL (or deputy). Each day, staff on site will be made aware of that person and their point of contact.

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

6. 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 email which will be done remotely.

In the unlikely event that a member of staff cannot access our normal reporting systems from home, they should email the Designated Safeguarding Lead (or deputy). This will ensure that the concern is received and dealt with swiftly.

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 continue to follow our routine procedures and alert the Headteacher immediately. The Headteacher will follow routine allegation management procedures as detailed in 'Keeping Children Safe in Education' and liaise with Oxfordshire's Local Authority Designated Officer; Alison Beasley, as detailed in our main policy. If there is a requirement to make a notification to the Headteacher whilst away from school, this should be communicated verbally and, followed up with an email to the headteacher.

Concerns around the Headteacher should be directed to the Chair of Governors: Heena Brown.

7. Safeguarding Training and induction

All DSL training has been suspended by the Oxfordshire Safeguarding Children's Board (OSCB) and, it is very unlikely to take place whilst there remains a threat of the COVID 19 virus.

Guidance from the OSCB can be found at: <https://www.oscb.org.uk/learning-zone/training/>

During the COVID-19 period, currently classed DSL (or deputy) that have been trained are considered an appropriate measure in place for Safeguarding and, will continue to be classed as a trained DSL (or deputy) even despite the absence of undertaking refresher training.

All existing school staff have had Safeguarding training and have read part 1 of 'Keeping Children Safe in Education (2019)'. The DSL should communicate with staff any new local arrangements, to ensure the appropriate actions are taken if they are concerned about a child.

Where new staff are recruited or, new volunteers enter Stockham School, they will continue to be provided with a Safeguarding induction.

If staff are deployed from another educational or children's workforce setting to Stockham school, the DfE supplementary guidance on Safeguarding children during the COVID-19 pandemic will be implemented and, Stockham School 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 Stockham School child protection policy, confirmation of local processes as well as the appropriate DSL arrangements.

8. 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, Stockham Primary 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).

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 Stockham School are utilising volunteers, we will continue to follow the checking and risk assessment processes as set out in paragraphs 167 to 172 of KCSIE. Under no circumstances will any volunteer be left unsupervised or, permitted to work on a regulated activity if these processes have not been undertaken.

Stockham Primary School will continue to follow our legal obligation and, refer anyone who has harmed or, poses a risk of harm to a child or, vulnerable adult to the DBS. Full details can be found at paragraph 163 of KCSIE, in line with advice from the LADO where appropriate.

Stockham 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 made aware, on any given day, which staff/volunteers will be in the school or college, and ensure that appropriate checks have been carried out, especially for anyone engaging in regulated activity. As such, Stockham Primary School will continue to keep the Single Central Record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE.

9. Online safety in schools and colleges

Stockham 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, it will be ensured that the appropriate supervision is in place.

10. 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 detailed in the Child Protection Policy and, where appropriate referrals should still be made to children's social care and/or the police if necessary.

Stockham 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 virtual lessons, especially where webcams are involved:

- 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 bedrooms; and the background should be blurred.

- The live class should be recorded so that if any issues were to arise, the video can be reviewed.
- Live classes should be kept to a reasonable length of time, or the streaming may prevent the family 'getting on' with their day.
- Language must be professional and appropriate, including any family members in the background.
- Staff must *only* use platforms provided by Stockham Primary School to communicate with pupils.
- Staff should record, the length, time, date and attendance of any sessions held.

All staff at Stockham Primary school will be reminded of the following policies:

- Staff code of conduct
- Acceptable users' policy
- Social media guidance

11. Supporting children not in school

Stockham Primary School is 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 cusp of social care support, or who would normally receive a pastoral-type of support in school, they should ensure that a robust communication plan is in place for that child or young person.

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

Stockham 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.

The school will share Safeguarding messages on its website and social media pages.

Stockham Primary School recognises that school is a protective environment for children and young people, and the current circumstances may affect the mental health of pupils and their parents/carers. Teachers at Stockham school need to be sensitive of these factors when setting expectations of pupils' work whilst they are at home.

Stockham Primary School will ensure that where we care for children of critical workers and vulnerable children on site, we continue to provide the appropriate level of support for them.

12. Supporting children in school

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

Stockham 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 the staff-to-pupil ratio are appropriate, to maximise safety.

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

Stockham Primary School will ensure the appropriate and effective support is in place for children of critical workers and vulnerable children on site.

13. Peer on Peer Abuse

Stockham Primary School recognises that during the school closure a revised process may be required for managing any report of 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.

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.

All staff will be sent this additional policy to read and sign with the intention that they have read and understood the content.

If staff are working from home they will be asked to email confirming the above.