

Bredenbury Primary School

Addendum Safeguarding and Child Protection relating to the COVID-19 response

Effective Date: March 2020

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Author:

Policy and Document Links:

Acceptable Use Of ICT Policy

Accessibility Policy

Channel Duty Guidance And Vulnerability

Framework Child protection policy

Conduct For Learning Policy

E-Safety Policy

Female Genital Mutilation Government Guidance
Health and Safety Policy

Keeping Children Safe in Education 2016

Missing Student Policy

Prevent Strategy

Preventing Extremism and Radicalisation Policy

SEND Policy

Supporting Students with Medical Conditions Policy

Teachers Professional Standards

The Children Act 2004

The Children and Families Act 2014

The Education Act 2002

What Is Child Sexual Exploitation NSPCC Guidance

What to Do If You Are Worried A Child Is Being

Abused: Advice For Practitioners

Working Together To Safeguard Children 2015

COVID-19 school closure arrangements for Safeguarding and Child Protection

at

BREDENBURY PRIMARY SCHOOL

1. CONTENT

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 school name Safeguarding, and Child Protection policy contains details of our individual safeguarding arrangements in the following areas:

1. Context
2. Key contacts
3. Vulnerable children
4. Attendance monitoring
5. Designated Safeguarding Lead
6. Reporting a concern
7. Safeguarding Training and induction
8. Safer recruitment/volunteers and movement of staff
9. Online safety in schools and colleges.
- 10.Children and online safety away from school and college
- 11.Supporting children not in school
- 12.Supporting children in school
- 13.Peer on Peer Abuse
- 14.Support from the Multi-Academy Trust

2. KEY CONTACTS

Role	Name	Contact Number	Email
Head of School and Designated Safeguarding Lead	Mrs S McAtear	01885 483253	head@brockhampton.hereford.sch.uk
Deputy Designated Safeguarding Lead	Mrs K Lane	01885 482230	klane@queenelizabeth.hereford.sch.uk
Executive Head Teacher	Mr M Farmer	01885 482230	mfarmer@queenelizabeth.hereford.sch.uk
Chair of Governors	Mrs K Edwards		cedwards@bredenbury.hereford.sch.uk
Safeguarding Governor	Mr T Hayes		klane@queenelizabeth.hereford.sch.uk

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.
- 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.

Bredenbury 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, Ms Hilary Jones.

The lead person for this will be: Mrs Kim Lane.

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

Where parents are concerned about the risk of the child contracting COVID19, Bredenbury Primary School or the social worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England. Bredenbury Primary School will encourage our vulnerable children and young people to attend a school, including remotely if needed.

Communication with parents/carers and multiagency workers

Bredenbury Primary School in collaboration with QEHS staff in collaboration with the Virtual School MASH education and core group professionals are contacting students:

Status of the student	Contact method	Frequency
Child Protection Plan	Phone Daily/email with parent/care and contact with Social worker	<ul style="list-style-type: none">• Daily• Weekly updates with Social workers• Monthly Conference Call Core Group meetings
Looked after child	Phone and email Plus contact with social worker, Virtual School Head and LAC Education Officer	Daily
Child in Need	Telephone	Monday, Wednesday Friday
EHC plan	Telephone and email support	2x weekly calls plus email support
Pastoral concern with single agency support	Telephone contact Email contact via school communication system	Weekly

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.

Bredenbury Primary School and social workers will agree with parents/carers whether children in need should be attending school – school name will then follow up on any pupil that they were expecting to attend, who does not.

Bredenbury 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.

There will be a procedure where all attending pupils' information is communicated securely to the local authority.

How will this look in your school?

To support the above, we 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, Bredenbury will notify their social worker.

5. DESIGNATED SAFEGUARDING LEAD

Bredenbury has a Designated Safeguarding Lead (DSL) and a Deputy DSL.

The Designated Safeguarding Lead is: Mrs S McAtear

The Deputy Designated Safeguarding Lead is: Mrs K Lane (of QE High School)

- 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 co-ordinating safeguarding on site. This might include updating and managing access to child protection online management system 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 school name 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.

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 referral which can be done remotely.

- In this event they should email the Designated Safeguarding Lead, Headteacher and if appropriate the Local Authority Safeguarding representative at the Multiagency Safeguarding Hub. This will ensure that the concern is received.
- 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 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 and followed up with an email to the Headteacher.
- Concerns around the Headteacher should be directed to the Chair of Governors: Mrs Kitty Edwards email: cedwards@bredenbury.hereford.sch.uk
- Bredenbury Primary School and the Local Authority Designated Officer will then continue to offer support in the process of managing allegations.

7. SAFEGUARDING TRAINING AND INDUCTION

DSL training is very unlikely to take place whilst there remains a threat of the COVID 19 virus.

- All training for current DSL and DDSL is up to date.
- 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, so they know what to do if they are worried about a child.

- Where new staff are recruited, or new volunteers enter school name, they will continue to be provided with a safeguarding induction.
- If our staff are deployed to another education or children's workforce setting from 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 hub or group of schools, schools should seek assurance from the Headteacher of their school and/or QEHS Academy Manager 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, confirmation of local processes and confirmation of 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, Bredenbury 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 Bredenbury is 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.

Bredenbury 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.

Bredenbury 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, Bredenbury Primary School in collaboration with QEHS 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

Bredenbury 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. QEHS will take responsibility for the maintenance and security aspects of online learning on their site.

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 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 QEHS code of conduct.

Bredenbury 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:

- No 1:1s, groups only when in live lessons.
- 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.
- Any live class should be recorded so that if any issues were to arise, the video can be reviewed.
- Any 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 Bredenbury Primary School to communicate with pupils
- Staff should record, the length, time, date and attendance of any sessions held.

Staff Responsible Use policy for Distance Learning

Staff undertaking distance/online teaching will report to the DSL and/or Head of E-Safety any actions or incidents which cause concern in the course of an online lesson or virtual learning communication.

Social Media Policy for distance learning Pupils must not use social media (Instagram etc.) to communicate with teachers. Please use only the official school email / communication channels as instructed. Students should not use social media to share lesson resources.

Who is accountable for what students are doing online during core school hours.

Parents/Carers are now responsible for what students are doing during core school hours.

11. SUPPORTING CHILDREN NOT IN SCHOOL

Bredenbury 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 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.

- Details of this plan must be shared between key safeguarding staff and a record of contact they have made.
- The communication plans can include; remote contact, phone contact, door-step visits.
- Other individualised contact methods should be considered and recorded.
- Bredenbury 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.
- Bredenbury 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 school name need to be aware of this in setting expectations of pupils' work where they are at home.

Bredenbury Primary School and QEHS 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 appropriately

12. SUPPORTING CHILDREN IN SCHOOL

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

Queen Elizabeth High School with the support of Bredenbury Primary School staff will continue to be a safe space for all children to attend and flourish.

- The Executive Headteacher and Governing Bodies will ensure that appropriate staff are on site and staff to pupil ratio numbers are appropriate, to maximise safety.
- The Executive Headteacher of Bredenbury Primary School and QEHS 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 hand washing and other measures to limit the risk of spread of COVID19.
- Bredenbury Primary School and QEHS 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 appropriately.

How social distancing is implemented in School

To help ensure that the risk of virus spread for both staff and children is as low as possible, education and childcare settings that remain open should:

- tell children, parents, carers or any visitors, such as suppliers, not to visit the education or childcare setting if they are displaying any symptoms of coronavirus (COVID-19)
- consider how children arrive at the education or childcare setting and reduce any unnecessary travel on coaches, buses or public transport
- ensure class sizes reflect the numbers of teaching staff available and are kept as small as possible
- stagger lunch times, break times and the movement of pupils around the school to reduce large groups of children gathering
- discourage parents from gathering at school gates
- try to follow the **social distancing guidelines**

Social distancing within education and childcare settings with very young children will be harder to maintain. Staff should implement the above measures as far as they are able, whilst ensuring children are kept safe and well cared for within their settings. Additionally staff should:

- ensure all staff and children wash their hands with soap and water for 20 seconds frequently, and are encouraged not to touch their face, while using a tissue or elbow to cough or sneeze and using bins for tissue waste
- If children or young people have trouble washing their hands, ensure help is available
- inform parents and communities about the measures that you are taking and get their help to implement them
- increase cleaning of surfaces in classrooms, including desks and handles, and within toilet blocks and changing rooms, adhering to **guidance on cleaning of non-healthcare settings**

Where Bredenbury Primary School or QEHS has concerns about the impact of staff absence – such as our Designated Safeguarding Lead or first aiders – we will discuss them immediately with the Governing Body and the Local Authority.

13. PEER ON PEER ABUSE

Bredenbury 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.
- The 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 must be recorded and appropriate referrals made.

14. SUPPORT FROM THE MULTI-ACADEMY TRUST

Queen Elizabeth High School will work with its partner schools of St Peters Primary School and Bredenbury Primary School to provide support and guidance as appropriate to enable the DSL to carry out their role effectively. This includes, remotely accessing Child Protection files for the purpose of quality assurance, support, guidance and direction.