Child protection and safeguarding: COVID-19 addendum

Bamburgh School

Approved by:	Jill Osborne (Nov 20) Full Governing Body (5/11//20)	Date 3rd April 2020
Last reviewed on: 5/11/20/20		
Next review due: Dec 2020		

Contents

Important contacts

ROLE	NAME	CONTACT DETAILS
Designated safeguarding lead (DSL)	K. Nichol	knichol@bamburghschool.co.uk 0191 4274330
Deputy DSLs	P. Nord C. Chamberlain	pnord@bamburghschool.co.uk cchamberlain@bamburghschool.co.uk 0191 4274330
Headteacher	P. Nord	pnord@bamburghschool.co.uk 0191 4274330
Local authority designated officer (LADO)	H. Bagley	Hilary.Bagley@southtyneside.gov.uk 0191 4545021
Chair of governors	J. Osborne	josborne@bamburghschool.co.uk

1. Scope and definitions

This addendum applies during the period of school closure, and subsequent phased reopening, due to COVID-19, and reflects updated advice from our 3 local safeguarding partners: South Tyneside local authority (LA),South Tyneside Clinical Commissioning Group and the Chief Officer of Northumbria Police.

It sets out changes to our normal child protection policy in light of the Department for Education's guidance [Coronavirus: safeguarding in schools, colleges and other providers](#), (withdrawn on 31/7/20) and should now be read in conjunction wit[h the safeguarding section of Guidance for full opening of Schools (updated 22/10/20) and Guidance for full opening: special schools and specialist settings (updated 16/10/20)](#)

Unless covered here, our normal child protection policy continues to apply.

Since Sep 2020, in line with scientific and government advice, school has reopened to all pupils. All Bamburgh School's pupils are defined by the DfE as vulnerable, however, some also have medical needs which could make them more vulnerable to serious illness, should they catch the COVID 19 virus.

In Guidance for full opening: special schools and other specialist settings (updated 17/9/20), it states: ' All children and young people, in all year groups and setting types, will return to education settings full time from the beginning of the autumn term.'

School has completed and updated the relevant risk assessments, originals being approved by governors on 29.5.20. We contacted parents regarding plans for September 2020, and the reopening of Bamburgh School to all pupils took place on 7/9/20. Where necessary, we continue to work with parents/carers and social workers.

2. Core safeguarding principles

We will have regard to the statutory safeguarding guidance, Keeping Children Safe in Education (updated Sep. 2020).

Although we are operating in a different way to normal, we are still following these important safeguarding principles:

- The best interests of children must come first

- If anyone has a safeguarding concern about any child, they should continue to act on it immediately

- A designated safeguarding lead (DSL) or deputies should be available at all times (see section 4 for details of our arrangements)

- It's essential that unsuitable people don't enter the school workforce or gain access to children

- Children should continue to be protected when they are online

3. Reporting concerns

All staff and volunteers must continue to act on any concerns they have about a child immediately. It is still vitally important to do this, both for children still attending school and those at home. Our standard reporting procedures remain the same. In brief, concerns should be reported to the DSL (or deputies) either in person or via school's CPOMS reporting system. Further details can be found in school's full child protection policy.

As a reminder, all staff should continue to work with and support children's social workers, where they have one, to help protect vulnerable children.

4. DSL (and deputies) arrangements

We aim to have a trained DSL or deputy DSL on site wherever possible. Details of contact information are listed in the 'Important contacts' section at the start of this addendum.

If our DSL (or deputies) can't be in school, they can be contacted remotely by email (see contact details above), via school's CPOMS reporting system or by using Google Meet.

School staff may contact the DSL (or deputies) on any given day using the contact details provided in 'Important contacts' above.

We will ensure that DSLs (and deputies), wherever their location, know who the most vulnerable children in our school are.

The DSL (or deputies) will be responsible for:

- Identifying the most vulnerable children in school

- Updating and managing access to child protection files, where necessary

- Liaising with children's social workers where they need access to children in need and/or carrying out statutory assessments

5. Working with other agencies

We will continue to work with children's social care, and with virtual school heads for looked-after and previously looked-after children.

We will continue to update this addendum where necessary, to reflect any updated guidance from:

- Our 3 local safeguarding partners

- The local authority about children with education, health and care (EHC) plans, the local authority designated officer and children's social care, reporting mechanisms, referral thresholds and children in need

6. Monitoring attendance

Normal attendance monitoring will be in place.In addition to these, where any child doesn't attend, or stops attending, without a medical reason, we will:

- Follow up on their absence with their parents or carers, by telephone, Parenthub or letter.

- Offer support to get the pupil back into school.

- Notify the pupil's social worker, where they have one

We have arrangements with parents and carers to make sure we have up-to-date emergency contact details, and additional contact details where possible. These are updated when necessary, and at least annually by completing the school's Contact Details form.

7. Peer-on-peer abuse

We will continue to follow the principles set out in part 5 of Keeping Children Safe in Education when managing reports and supporting victims of peer-on-peer abuse.

Staff should continue to act on any concerns they have immediately – about both children attending school and those at home.

8. Concerns about a staff member or volunteer

We will continue to follow the principles set out in part 4 of Keeping Children Safe in Education.

Staff should continue to act on any concerns they have immediately..

We will continue to refer adults who have harmed or pose a risk of harm to a child or vulnerable adult to the Disclosure and Barring Service (DBS).

We will continue to refer potential cases of teacher misconduct to the Teaching Regulation Agency. We will do this using the email address Misconduct.Teacher@education.gov.uk for the duration of the COVID-19 period, in line with government guidance.

9. Support for children who aren't 'vulnerable' but where we have concerns

All Bamburgh School's pupils are defined by the DfE as vulnerable. We have completed and updated Risk Assessments which assess individual risks.

10. Contact plan

The contact plan which provided weekly welfare calls to all pupils not in school due to the COVID ceased when school opened to all pupils in September 2020. However, we will continue to contact home where we have concerns about a pupil's attendance and/or well being. In addition, school has a Remote Learning Policy and a Remote Learning Plan, both of which set out how school will continue to support pupils in the event of partial closure or staff and/or pupils self-isolating.

If at any time we can't make contact by telephone, Parenthub, email, letter or doorstep visit, we will contact social care or the police

11. Safeguarding all children

Staff and volunteers are aware that this difficult time potentially puts all children at greater risk.

Staff and volunteers will continue to be alert to any signs of abuse, or effects on pupils' mental health that are also safeguarding concerns, and act on concerns immediately in line with the procedures set out in section 3 above.

See section 13 below for information on how we will support pupils' mental health.

12. Online safety

12.1 In school

We will continue to have appropriate filtering and monitoring systems in place in school, and for IT equipment on loan to pupils working from home.

If IT staff are unavailable, our contingency plan is to contact the LA IT Team.

12.2 Outside school

Where staff are interacting with children online, they will continue to follow our existing Staff Code of Conduct / IT Acceptable Use Policy / Online Learning Do and Don't List.

Staff will continue to be alert to signs that a child may be at risk of harm online and act on any concerns immediately, following our reporting procedures as set out in section 3 of this addendum.

We will make sure children know how to report any concerns they have back to our school, and signpost them to other sources of support too.

12.3 Working with parents and carers

We will make sure parents and carers:

- Are aware of the potential risks to children online and the importance of staying safe online
- Know what our school is asking children to do online, including what sites they will be using and who they will be interacting with from our school
- Are aware that they should only use reputable online companies or tutors if they wish to supplement the remote teaching and resources our school provides
- Know where else they can go for support to keep their children safe online.

We will ensure this by communicating it to parents by Parenthub and/or via the school website.

13. Mental health

Where possible, we will continue to offer our current support for pupil mental health for all pupils eg: by offering counselling over the phone instead of face to face.

We will also signpost all pupils, parents and staff to other resources to support good mental health at this time.

When setting expectations for pupils learning and for attending school, teachers will bear in mind the potential impact of the current situation on both children's and adults' mental health.

14. Staff recruitment, training and induction

14.1 Recruiting new staff and volunteers

We continue to recognise the importance of robust safer recruitment procedures, so that adults and volunteers who work in our school are safe to work with children.

We will continue to follow our safer recruitment procedures, and part 3 of Keeping Children Safe in Education.

In urgent cases, when validating proof of identity documents to apply for a DBS check, we will initially accept verification of scanned documents via online video link, rather than being in physical possession of the original documents. This approach is in line with revised guidance from the DBS.

New staff must still present the original documents when they first attend work at our school.

We will continue to do our usual checks on new volunteers, and do risk assessments to decide whether volunteers who aren't in regulated activity should have an enhanced DBS check, in accordance with paragraphs 167-172 of Keeping Children Safe in Education.

14.2 Staff 'on loan' from other schools

The DSL (or deputies) will assess the risks of any staff 'on loan' working in our school, and seek assurance from the 'loaning' school that staff have had the appropriate checks.

We will also use the DBS Update Service, where these staff have signed up to it, to check for any new information.

14.3 Safeguarding induction and training

We will make sure staff and volunteers are aware of changes to our procedures and local arrangements.

New staff and volunteers will continue to receive:

- A safeguarding induction
- A copy of our children protection policy (and this addendum)
- Keeping Children Safe in Education part 1

We will decide on a case-by-case basis what level of safeguarding induction staff 'on loan' need. In most cases, this will be:

- A copy of our child protection policy and this addendum
- Confirmation of local processes
- Confirmation of DSL arrangements

14.4 Keeping records of who's on site

We will keep a record of which staff and volunteers are on site each day, and that appropriate checks have been carried out for them.

We will continue to keep our single central record up to date.

We will use the single central record to log:

- Everyone working or volunteering in our school each day, including staff 'on loan'
- Details of any risk assessments carried out on staff and volunteers on loan from elsewhere

15. Children attending other settings

Where children are temporarily required to attend another setting, we will make sure the receiving school is provided with any relevant welfare and child protection information.

Wherever possible, our DSL (or deputies) and/or special educational needs co-ordinator (SENCO) will share, as applicable:

- The reason(s) why the child is considered vulnerable and any arrangements in place to support them

- The child's EHC plan, child in need plan, child protection plan or personal education plan

- Details of the child's social worker

- Details of the virtual school head

We will share this information before the child arrives as far as is possible, and otherwise as soon

as possible afterwards.

16. Monitoring arrangements

This policy will be reviewed as guidance from the 3 local safeguarding partners, the LA or DfE is updated, and as a minimum every 4 weeks by the DSL (or deputies). At every review, it will be approved by the chair of governors.

17. Links with other policies

This policy links to the following policies and procedures:

- Child protection policy

- Staff code of conduct

- IT acceptable use policy

- Health and safety policy

- E safety policy

- Remote Learning Policy

- Online Learning Do and Don't List