COVID – 19 ACADEMY CLOSURE ARRANGEMENTS FOR SAFEGUARDING AND CHILD PROTECTION

PHASE	**JUNIOR & SECONDARY** **Shirebrook Academy**
POLICY LEAD	**RACHEL DENTON** **(ACET LEAD ON SAFEGUARDING)**
DATE OF APPROVAL BY TRUSTEES	**30TH MARCH 2020**
FREQUENCY DATE	**EMERGENCY ADDENDUM**

ACET Safeguarding Policies are adopted from the model policies provided by Rotherham, Sheffield and Derbyshire local authorities.

KEY CONTACTS

The Designated Safeguarding Lead - ACET
Rachel Denton rdenton@swintonacademy.org

The Trustee with Responsibility for Safeguarding - ACET
Roy Dyson (can be contacted via Clerk to Trustees)

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ROLE	NAME	CONTACT DETAILS
Principal	Mark Cottingham	Shirebrook Academy Common Lane Shirebrook Mansfield Ng20 8QF Tel: 01623 742722 info@shirebrookacademy.org
Designated Safeguarding Lead	Lindsay Ward	
Deputy Safeguarding Leads	Nick Stafford Andy Gilbert	
Safeguarding Officer (DSL Trained)	Charlotte Hammond	
Named Safeguarding Governor	Sally Wheatley	
Chair of Governors	Andy Brickles	The Chair of Governors can be contacted via the Clerk (details below) Clerk to Local Governing Body Belinda Norman FAO Belinda Norman Shirebrook Academy Common Lane Shirebrook Mansfield Ng20 8QF Tel: 01623 742722 BNorman@shirebrookacademy.org

1. Context

From 20th March 2020 parents were asked to keep their children at home, wherever possible, and for academies and schools to remain open only for those children of workers critical to the COVID-19 response - who absolutely need to attend.

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

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, Child In Need 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.

The 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. The lead person for this will be the designated teacher for Looked after Children

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 the academy will explore the reasons for this directly with the parent.

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

The academy will encourage our vulnerable children and young people to attend a school, including remotely if needed.

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.

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

To support the above, the academy 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, the academy will notify their social worker.

Designated Safeguarding Lead

All of the Designated Safeguarding Leads for each individual academy are listed on Page 2 .

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 in house child protection online management 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 school or college.

It is important that all the academy staff and volunteers have access to a trained DSL (or deputy). On each day staff on site will be made aware of who 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.

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 e mail to the Designated Safeguarding Lead.

4

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 Principal. If there is a requirement to make a notification to the Principal whilst away from the academy, this should be done verbally and followed up with an email to the Principal

Concerns around the Principal should be directed to the Chair of Governors.

The trust will continue to offer support in the process of managing allegations.

Safeguarding Training and Induction

Whilst face to face DSL training is very unlikely to take place whilst there remains a threat of the COVID 19 virus, a significant number of senior staff across ACET academies have undertaken enhanced safeguarding training online to DSL standard. This means that there is increased capacity for safeguarding staff to be on individual academy sites.

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 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 the 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 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 trust, academies should seek assurance from the HR 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.

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, the 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 (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 the academy are 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.

The 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.

The academy 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, the academy will continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE.

Online safety in the academy

The academy 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.

Children and online safety away from the 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 trust code of conduct.

The 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 when delivering virtual lessons, especially where webcams are involved:

- No 1:1s, groups only
- 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 the trust to communicate with pupils
- Staff should record, the length, time, date and attendance of any sessions held.

Supporting children not in the academy

The academy 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 recorded on secure school management systems, 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.

The academy 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 academy will share safeguarding messages on its website and social media pages.

The academy 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 the academy need to be aware of this in setting expectations of pupils' work where they are at home.

The academy 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.

Supporting children in the academy

The academy is committed to ensuring the safety and wellbeing of all its students.

The academy will continue to be a safe space for all children to attend and flourish. The Principal will ensure that appropriate staff are on site and staff to pupil ratio numbers are appropriate, to maximise safety.

The 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.

The academy 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.

Where the academy has concerns about the impact of staff absence – such as our Designated Safeguarding Lead or first aiders – they will discuss them immediately with the trust.

Peer on Peer Abuse

The academy recognises that during the closure a revised process may be required for managing any report of such abuse and supporting victims.

Where the 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 of the Child Protection Policy.

The academy 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.

Support from ACET

The trust Central Safeguarding Team will 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.

The trust will also provide regular group and individual supervision sessions. This may take the form of an online meeting.