



Safeguarding & Child Protection Policy Covid-19 Addendum

(Statutory)

Approved: Summer 2020 / Reviewed 29 May 2020

Date of Next Review: Pending DfE Updates

Equality Impact Assessment - Policy Review

In reviewing this policy, we have tried to make a positive impact on equality by considering and reducing or removing inequalities and barriers which already existed. We have ensured that this policy does not impact negatively on the dimensions of equality.

Important Contacts

Gerrans School:

- The Designated Safeguarding Lead (DSL) is: Julie Elvy (01872 580442 jelvy@gerrans.cornwall.sch.uk)
- The Deputy Designated Safeguarding Lead (DDSL) is: Emily Haines (01872 580442 ehaines@gerrans.cornwall.sch.uk)

The Roseland Academy:

- The Designated Safeguarding Lead (DSL) is: Nick Campbell (01872 530675 ncampbell@theroseland.co.uk)
- The Deputy Designated Safeguarding Leads (DDSL): Nicki Mitchell, Hannah Tame, Jenny Blackwell (01872 530675 nmitchell@theroseland.co.uk, jblackwell@theroseland.co.uk, htame@theroseland.co.uk)

Treviglas Academy:

- The Designated Safeguarding Lead (DSL) is: Vanessa Maule (01637 872076 MAL@treviglas.cornwall.sch.uk)
- The Deputy Designated Safeguarding Lead (DDSL) is: Kyla McAlpin (01637 872076 K.McAlpin@treviglas.cornwall.sch.uk)

Tregony Community Primary School:

- The Designated Safeguarding Lead (DSL) is: Kate Douglass (01872 530643 kdouglass@tregony.cornwall.sch.uk)
- The Deputy Designated Safeguarding Lead (DDSL) is: Kyle Marriott (01872 530643 kmarriott@tregony.cornwall.sch.uk)

Designated member of Leadership Team is DSL or Deputy not on site:

- The Roseland Academy: Richard Clarke (01872 530675 rclarke@theroseland.co.uk)
- Treviglas Academy: Michelle Dunleavy (01872 872076 mdunleavy@treviglas.cornwall.sch.uk)
- Executive Headteacher of The Roseland Multi Academy Trust: Chris Challis (01872 530675 cchallis@theroseland.co.uk)

Chair of the Trust Board:

- Paul Grayston (pgrayston@theroselandmat.co.uk)

Local Authority Designated Officer:

- Justine Hosking (01872 322198 justine.hosking@cornwall.gov.uk)

Trustee with Safeguarding Responsibility:

- Nigel Hyde (nhyde@theroselandmat.co.uk)

Scope and Definitions

This addendum applies during the period of school closure due to COVID-19, and reflects updated advice from our 3 local safeguarding partners, Cornwall Council, Council of the Isles of Scilly, Devon and Cornwall Police, NHS Kernow CCG and Cornwall LA.

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, and should be read in conjunction with that policy.

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

The Department for Education's (DfE's) definition of 'vulnerable children' includes those who:

- Have a social worker, including children:
 - With a child protection plan
 - Assessed as being in need
 - Looked after by the local authority
- Have an education, health and care (EHC) plan
- Those that the school deem to be vulnerable

Core Safeguarding Principles

We will still have regard to the statutory safeguarding guidance, Keeping Children Safe in Education.

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 deputy should be available at all times (see below for details of our arrangements)
- It is 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

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.

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.

DSL (and Deputy) Arrangements

We aim to have a trained DSL or Deputy DSL on site wherever possible. Details of all important contacts are listed in the 'Important contacts' section at the start of this addendum. A member of the Leadership Team is 'on call' or on site daily and the Safeguarding Team continue to work remotely through video calling and the use of our electronic reporting software, MyConcern.

If a DSL (or Deputy) cannot be in school, they can be contacted remotely by using the email addresses above, and coordinated by the member of the Leadership Team that is on call.

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

A senior leader will be responsible for liaising with their off-site DSL (or deputy) to make sure they (the senior leader) can:

- Identify the most vulnerable children in school
- Update and manage access to child protection files, where necessary
- Liaise with children's social workers where they need access to children in need and/or to carry out statutory assessments

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

Monitoring Attendance

As most children will not be attending school during this period of school closure, we will not be completing our usual attendance registers or following our usual procedures to follow up on non-attendance.

The exception to this is where any child we expect to attend school during the closure does not attend, or stops attending. In these cases, we will:

- Follow up on their absence with their parents or carers, by telephone and email.
- Notify their social worker, or family worker, where they have one
- We are using the Department for Education's daily online attendance form to keep an accurate record of who is attending school.
- We will make arrangements with parents and carers to make sure we have up-to-date emergency contact details, and additional contact details where possible. Parents/carers are required to complete an online form if they wish their child to attend school. Contact details will be recorded here.

Partial Opening to Specified Year Groups (June 2020)

The government guidance is for schools to provide the opportunity for specific students to have face to face support within school. Each school within the Trust will decide the most appropriate way to do this. With the likelihood of increased numbers of students and staff within the school setting, it is important that the safety measures set out in the Risk Assessment for each school are followed, and this safeguarding addendum should be read in conjunction with each Risk Assessment.

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. The use of the online reporting system, MyConcern, will allow reporting processes to continue as normal.

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.

Support for Children who are not ‘vulnerable’ but where we have concerns

We have the option to offer places in school to children who do not meet the Department for Education’s definition of ‘vulnerable’, but who we have safeguarding concerns about. We will work with parents/carers to do this. For example:

- Students currently or previously under CAMHS
- Students currently or previously seeing the school counsellor or nurse

If these children will not be attending school, we will put a contact plan in place, as explained in the section below.

Safeguarding for Children not attending School

Contact Plans

We have contact plans for children with a social worker and children who we have safeguarding concerns about, for circumstances where:

- They won’t be attending school (for example where the school, parent/carer and social worker, if relevant, have decided together that this wouldn’t be in the child’s best interests); or
- They would usually attend but have to self-isolate

These plans set out:

- How often the school will make contact
- Which staff member(s) will make contact
- How they will make contact

We have agreed these plans with children’s social care where relevant, and will review them at least monthly or more frequently where necessary.

If we cannot make contact, we will inform the local police liaison officer, social worker or relevant professional. The respective Wellbeing/Safeguarding Teams have a shared document to record all contact with vulnerable children. That is updated after each communication and used to track and monitor all interaction with those ‘at risk’ students.

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 students’ mental health that are also safeguarding concerns, and act on concerns immediately. In particular, children are likely to be spending more time online (see section below). Staff present in school will know who the Leadership Team member on call is and will be able to contact them, or the DSL directly if they have any immediate safeguarding concerns. All other concerns will continue to be logged in the usual way. Staff are encouraged to attempt to contact students directly to help identify any risks or concerns. Should any risks or concerns be identified the DSL, or the Deputy will take appropriate action, which may include contacting the student by phone or email directly.

Online Safety

In School

We will continue to have appropriate filtering and monitoring systems in place in each school, however, at The Roseland Academy we have reduced the amount of filtering to allow children to access their own online accounts such as Netflix. Therefore, there is an increase risk due to less filtering, that children could access inappropriate sites. The IT Technicians can still check access to make sure that children are keeping safe and there is still a good level of filtering. All staff will remind students every morning on what the expectations are for accessing the internet to ensure they stay safe. They will also be told that random checks will be made.

Outside School

Where staff are interacting with children online, they will continue to follow our existing staff behaviour policy/code of conduct/IT Acceptable Use of IT policy.

- Staff will only contact students using their school/work email
- Staff will use Google Classroom (or equivalent) to set, record and monitor work, including communicating with students
- Staff will not use personal social media to communicate with students
- Any telephone conversations between staff and students will only take place with the prior agreement of the parent/carer and using the contact details provided by the parent/carer on the school system
- Any communication by staff, for example, the Wellbeing/Safeguarding Team tracking vulnerable students, made from personal devices or home phones, will be made by withholding telephone numbers

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 this addendum.

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

Working with Parents/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 the school is asking children to do online, including what sites they will be using and who they will be interacting with from the school
- Are aware that they should only use reputable online companies or tutors if they wish to supplement the remote teaching and resources their school provides
- Know where else they can go for support to keep their children safe online
- Know how to access support from the respective Wellbeing/Safeguarding Team

Mental Health

Where possible, we will continue to offer our current support for student mental health for all students. The School Counselling Service and the school assigned CAP (Clinical Associate Psychologist) will continue to offer support via telephone for the students. All contact is recorded on a central document and failure to make contact, or meet an appointment, will result in a welfare call from the Wellbeing/Safeguarding Team and further action if required.

We will also signpost all students, parents and staff to other resources to support good mental health at this time, including each school's Wellbeing Google Classroom.

When setting expectations for students learning remotely and not attending school, staff will bear in mind the potential impact of the current situation on both children's and adults' mental health.

Staff Recruitment, Training and Induction

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

Staff 'on loan' from other schools

Each school will assess the risks of any staff 'on loan' working in our schools, and seek assurance from the 'loaning' school that staff have had the appropriate checks. This will be undertaken if and when necessary.

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

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, including access to MyConcern.
 - Confirmation of DSL arrangements

Keeping records of who is 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 records up to date.

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, the relevant DSL (or deputy) and/or SENDCO 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

Where the DSL, deputy or SENCO cannot share this information, the senior leader(s) identified will do this. We will share this information before the child arrives as far as is possible, and otherwise as soon as possible afterwards.

Monitoring Arrangements

This policy will be reviewed regularly as guidance from the 3 local safeguarding partners, the LA or DfE is updated. At every review, it will be approved by the Trust Board.