



GRIMSARGH ST.MICHAEL'S
CHURCH OF ENGLAND PRIMARY SCHOOL

COVID-19 school closure arrangements for Safeguarding and Child Protection at Grimsargh St Michael's CE Primary School

School Name: Grimsargh St Michael's CE Primary School

Policy owner: Caroline Towers

Date: 8-4-20

Date shared with staff: 10-04-20

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 key 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 Grimsargh St Michael's CE Primary School Safeguarding, and Child Protection policy contains details of our individual safeguarding arrangements in the following areas:

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Key contacts

Role	Name	Contact number	Email
Designated Safeguarding Lead	Michelle Warburton	07775420222	head@grimsargh-st-michaels.lancs.sch.uk
Deputy Designated Safeguarding Lead	Caroline Towers	07796495093	c.towers@grimsargh-st-michaels.lancs.sch.uk
Associate Headteacher	Michelle Warburton	07775420222	head@grimsargh-st-michaels.lancs.sch.uk
Chair of Governors	Claire Duncan	07917010138	claire@theduncans.eu
Other useful numbers	<ul style="list-style-type: none">• School office – 01772 653600• SLT Helen Smith 07765 651200• Lucy Cross 07921137229		

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 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 deputies) 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.

Grimsthorpe St Michael's 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, though at this stage we do not have any children who are in local authority care.

There is an expectation that vulnerable children who have a social worker will attend an education setting, in discussion with their social worker and in dialogue with parents, 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 Grimsthorpe St Michael's Primary School will explore the reasons for this directly with the parent.

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

Grimsthorpe St Michael's Primary School 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. Grimsthorpe St Michael's Primary School and social workers will agree with parents/carers whether children in need should be attending school. Grimsthorpe St Michael's Primary School's staff on duty in school will then follow up with any parent or carer who has arranged care for their child(ren) and the children subsequently do not attend. Once this information has been gathered, it will be emailed over to Michelle by 9.30am.

How will this look in school?

To support the above, Grimsthorpe St Michael's Primary School 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. These will be kept in the red box in the office. Staff also have access to teachers2parents where this information is available.

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

Designated Safeguarding Lead

Grimsargh St Michael's Primary School has a Designated Safeguarding Lead (DSL) and a Deputy DSL.

The Designated Safeguarding Lead is: Michelle Warburton

The Deputy Designated Safeguarding Lead is: Caroline Towers

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 at all times, to be contacted via phone or online video - for example when working from home. All staff have received up to date safeguarding training.

Staff roles in school may include updating and managing access to child protection online management system, CPOMS 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.

The DSL and Deputy 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 CPOMS, which can be done remotely. This could be a concern with regard to children we have in school and for children not presently in school it could be from any intelligence gleaned via the blogs, phone calls or from emails.

In the unlikely event that a member of staff cannot access their CPOMS from home, they should email the Deputy Designated Safeguarding Lead (Caroline) and the Headteacher. 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 safeguarding lead. 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: Claire Duncan.

Safeguarding Training and induction

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

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 (though as a school we have no plans to recruit during this time), or new volunteers enter Grimsargh St Michael's Primary School, 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

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 (there are no plans to do this at present), Grimsargh St Michael's 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.

Grimsargh St Michael's Primary School will not be utilising volunteers during this period.

Grimsargh St Michael's 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.

Grimsargh St Michael's 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. Staff and visitors entering the school building should sign in as they would under a normal school opening. As such, Grimsargh St Michael's Primary School will continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE.

Online safety in schools and colleges

Grimsargh St Michael's Primary School will continue to provide a safe environment, including online. This includes the use of an online filtering system for the children who are working in school accessing the online learning as set by their teachers.

Where students are using computers in school, appropriate supervision will be in place in ICT suite.

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.

Grimsargh St Michael's 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/skype/ videos 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.
- Videos 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.

Supporting children not in school

Grimsargh St Michael's 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 contact via email or phone contact will be recorded on CPOMS. Grimsargh St Michael's Primary School and its DSL will work closely with all stakeholders to maximise the effectiveness of any communication plan.

A vulnerable safeguarding list has been devised through liaising with class teachers, HT, DHT and SENDCo met to discuss the list. All children have been reviewed and the necessary children put into a list. A school register to be emailed to all staff on a weekly basis so class teachers are aware who is in school. All vulnerable children and children with EHC Plans will receive a weekly phone call from the SENDCo, and information to be inputted into CPOMS. Class teachers to keep a log of which children are utilising the online learning. Class teachers to make contact to any children who has not accessed the online learning been in touch via email throughout the week.

This plan must be reviewed regularly and where concerns arise, the DSL will consider any referrals as appropriate.

Grimsargh St Michael's Primary School 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 Grimsargh St Michael's Primary School need to be aware of this in setting expectations of pupils' work where they are at home.

Grimsargh St Michael's Primary School 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 on CPOMS.

Supporting children in school

Grimsargh St Michael's Primary School is committed to ensuring the safety and wellbeing of all its students.

Grimsargh St Michael's 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 staff to pupil ratio numbers are appropriate, to maximise safety.

Grimsargh St Michael's Primary School 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.

Grimsargh St Michael's Primary School 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 on CPOMS.

Where Grimsargh St Michael's Primary School has concerns about the impact of staff absence – such as our Designated Safeguarding Lead or first aiders – will discuss them immediately with the Headteacher or Deputy Headteacher

Peer on Peer Abuse

Grimsargh St Michael's 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 on CPOMS and appropriate referrals made.

GUIDANCE FOR TEACHERS CONCERNING EMAIL CONTACT WITH FAMILIES DURING SCHOOL CLOSURE PERIOD DUE TO COVID-19

- **WHAT IT IS**
An opportunity to give children and families some contact during the lock down period with their teachers.
- An opportunity to give children the chance to share their home learning with their teacher.

- An opportunity for teachers to give some motivational praise to children concerning their home learning
- An opportunity for teacher to give guidance to parents if they do not understand the home learning or need some differentiation for SEND children.
- **WHAT IT IS NOT**
 - A counselling service for parents
 - A place to receive parenting tips
 - A place to vent parents frustration with the current situation
 - A place for parents to complain about or demand extra home learning
 - A vehicle for detailed feedback on home learning
 - A social media relationship

SAFEGAURDING CONSIDERATION

- Teachers emotional well-being and wish to solve parents problems
- Parents using this email contact as an emotional crutch
- Content of email may indicate parents acting in an abusive manner (Child protection)
- Teachers becoming too familiar with parents and barriers being blurred
- Teachers feeling obliged to reply instantly – not enabling a break from work

COMPULSORY PROTOCOL

- Try not to set up class email on your phone, to protect mental health and wellbeing.
- Only school emails MUST be used not personal ones to get in touch with parents.
- Video calls must not take place.
- Check emails and blogs at set points during the day and only at these points so that you can manage a work balance and so parents and children to not get used to you being on tap all day.
- Keep conversations to home learning and praise to the children's work.
- Reply to work sharing with a short positive comment.
- Do not engage in long email conversations with any parents
- Keep the language within blogs appropriate and not too familiar, just use words as you would at school. You are their teacher not their friend.
- Do not share personal information – remember you need a professional relationship now and after this crisis.
- Do not share telephone numbers.
- Peer on Peer abuse may well be more prevalent at present due to more children being on line. If you have any concerns re this, from blogs, or from messages sent to you from children and parents, then please liaise with DSL or Deputy DSL.
- Forward any emails concerning parenting issues to DSL or Deputy DSL.
- Forward any emails concerning behaviour issue to DSL or Deputy DSL.
- Forward any safeguarding concerns to DSL or Deputy DSL immediately or ring if you are really worried -
- Send any emails that are concerning or not following the guidelines to HT and stop any further communication. No judgement will be made so do not worry if this happens, even if you think you might have caused this! 😊

REVIEW

Leaders and teachers will review this service after 4 weeks and the impact on teachers' workload. Safeguarding is keeping you safe as well as the children.