

Addendum to Child Protection and Safeguarding Policy during COVID-19 Pandemic January 2021

In January 2021 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 education on-site for a limited number of children - children whose parents are critical to the COVID-19 response, and children who are vulnerable and cannot be safely cared for at home.

This addendum of the Daventry Hill School Safeguarding, and Child Protection policy contains details of our individual safeguarding arrangements in the following areas:

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1. Key contacts

Role	Name	Contact Number	Email
Designated Safeguarding Lead	Samantha Parish	07990 012361	s.parish@daventryhillschool.org.uk
Deputy Designated Safeguarding Lead	Gareth Ivett	07990 012330	g.ivett@daventryhillschool.org.uk
Deputy Designated Safeguarding Lead	Tracy McKay	07485 303124	t.mckay@daventryhillschool.org.uk
Deputy Designated Safeguarding Lead	Vicki Bond	07990 012365	v.bond@daventryhillschool.org.uk
Deputy Designated Safeguarding Lead	Kelly Kerr	07990 012372	k.kerr@daventryhillschool.org.uk
Headteacher	Gareth Ivett	07990 012330	g.ivett@daventryhillschool.org.uk
Chief Executive Office (Trust Safeguarding Lead, Deputy for each school)	Kevin Latham	07825 915272	klatham@creatingtomorrowtrust.co.uk
Chair of Trustees	Jeannette Payne		jpayne@creatingtomorrowtrust.co.uk
Safeguarding Governor	Ian Mcalister		i.mcalister@daventryhillschool.org.uk
Family Support Worker	Harriet Jones	01327 703135	h.jones@daventryhillschool.org.uk

2. 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 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.

Daventry Hill 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. The lead person for this will be: Samantha Parish.

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 Daventry Hill School will explore the reasons for this directly with the parent.

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

Daventry Hill School will encourage our vulnerable children and young people to attend school, including remotely if needed.

3. 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.

Daventry Hill School and social workers will agree with parents/carers whether children in need should be attending school – Daventry Hill School will then follow up on any student that they were expecting to attend, who does not. Daventry Hill School will also follow up with any parent or carer who has arranged a school place for their child and the child subsequently does not attend.

To support the above, Daventry Hill School will, when communicating with parents/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, Daventry Hill School will notify their social worker.

4. Designated Safeguarding Lead

Daventry Hill School has a Designated Safeguarding Lead (DSL) and Deputy DSLs.

The Designated Safeguarding Lead:	Samatha Parish
The Deputy Designated Safeguarding Lead:	Gareth Ivett
The Deputy Designated Safeguarding Lead:	Tracy McKay
The Deputy Designated Safeguarding Lead:	Vicki Bond

The Deputy Designated Safeguarding Lead: Kelly Kerr

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.

The trained DSL (or deputy) will be available to come into School if required.

It is important that all Daventry Hill School 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.

5. Reporting a concern

Where staff have a concern about a child, they should continue to follow the process outlined in the school's Safeguarding Policy, this includes making a report via My Concern, which can be done remotely. In the unlikely event that a member of staff cannot access their My Concern from home, they should email the Designated Safeguarding Lead, Headteacher and the Trust Safeguarding Lead. 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 speak 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 Trustees: Jeannette Payne.

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

6. 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, or new volunteers enter Daventry Hill 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

For movement within the Trust, schools should seek assurance from the Trust 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.

7. 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, Daventry Hill 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 (2020) (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 Daventry Hill School are utilising volunteers, we will continue to follow the checking and risk assessment process as set out in paragraphs 183 to 188 of KCSIE. Under no circumstances will a volunteer who has not been checked be left unsupervised or allowed to work in regulated activity.

Daventry Hill 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 211 of KCSIE.

Daventry Hill School will continue to consider and make referrals to the Teaching Regulation Agency (TRA) as per paragraph 211 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, Daventry Hill School will continue to keep the single central record (SCR) up to date as outlined in paragraphs 164 to 171 in KCSIE.

8. Online safety in schools and colleges

Daventry Hill 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.

9. 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 school's code of conduct.

Daventry Hill 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:

- 1-1 sessions must only be carried out where necessary and consent forms must have been received. This can include Learning Mentor sessions, Physio & OT and interventions.
- 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 classes will have a minimum of two staff present.
- Language must be professional and appropriate, including any family members in the background.
- Staff must only use platforms provided by the school to communicate with students
- Staff should record, the length, time, date and attendance of any sessions held.

10. Supporting children not in school

Daventry Hill 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 recorded and shared with the local authority, and all records of contact made updated on My Concern, titled COVID-19 Communication.

The communication plans can include; remote contact, phone contact, door-step visits. Other individualised contact methods should be considered and recorded.

Daventry Hill 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, i.e. Class Dojo. Daventry Hill School recognises that school is a protective factor for children and young people, and the current circumstances, can affect the mental health of students and their parents/carers. Teachers at Daventry Hill School need to be aware of this in setting expectations of students' work where they are at home.

11. Supporting children in school

Daventry Hill School is committed to ensuring the safety and wellbeing of all its students.

Daventry Hill 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 student ratio numbers are appropriate, to maximise safety.

Daventry Hill School will refer to the Government guidance for education on-site 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.

Daventry Hill School will ensure that where we provide education 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.

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

12. Child on Child Sexual Violence and Sexual Harassment

Daventry Hill 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 Child on Child Sexual Harassment, 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 My Concern and appropriate referrals made.

13. Support from Creating Tomorrow Multi Academy Trust

The Trust will provide support and guidance as appropriate to enable the DSLs 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 ensure regular group and individual supervision sessions as required. This may take the form of an online meetings during the COVID-19 pandemic.