

COVID-19 school closure arrangements for Safeguarding and Child Protection at Grey Court School (Ref: Department for Education: Coronavirus: safeguarding in schools, colleges and other providers - January 2021)

Date written	5th January 2021
Issued to all Staff	5th January 2021
Committee Responsible	Full Governors' Body
Designated Safeguarding Lead (DSL)	Vicki Price (Associate Headteacher)
Deputy Designated Safeguarding Lead	Sharon Mercer (Director of Wellbeing)
Chair of Governors	Julian Knott
Nominated Governor (safeguarding)	Julian Knott

Designated Teacher for Looked After Children	Vicki Price (Associate Headteacher/ DSL)
Richmond and Kingston (AfC) Children's services	SPA 020 85475008

Context

From 5th January 2021 parents were asked to keep their children at home, wherever possible. 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 - who absolutely need to attend.

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

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Vulnerable Children

Vulnerable children and young people include those who:

- are assessed as being in need under section 17 of the Children Act 1989, including children and young people who have a child in need plan, a child protection plan or who are a looked-after child;
- have an education, health and care plan (EHCP);
- have been identified as otherwise vulnerable by educational providers or local authorities (including children's social care services), and who could therefore benefit from continued full-time attendance, this might include:
 - children and young people on the edge of receiving support from children's social care services or in the process of being referred to children's services
 - adopted children or children on a special guardianship order
 - those at risk of becoming NEET ('not in employment, education or training')
 - those living in temporary accommodation
 - those who are young carers
 - those who may have difficulty engaging with remote education at home (for example due to a lack of devices or quiet space to study)
 - care leavers
 - others at the provider and local authority's discretion including students and students who need to attend to receive support or manage risks to their mental health.

Eligibility for free school meals in and of itself is not a determining factor in assessing vulnerability.

Senior leaders, especially the Designated Safeguarding Lead (and Pastoral Team) 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 Pastoral team and 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.

Grey Court 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: Vicki Price (vprice@greycourt.org.uk)

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 Grey Court School will explore the reasons for this directly with the parent.

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

Grey Court 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.

Grey Court and social workers will agree with parents/carers whether children in need should be attending school – Grey Court school will then follow up on any student that they were expecting to attend, who does not. Registers of those children in school each day will be taken and reported to the DfE as required.

Grey Court 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, Grey Court will notify their social worker.

Designated Safeguarding Lead

Grey Court school has a Designated Safeguarding Lead (DSL) and a Deputy DSL.

The DSL: Vicki Price (Associate Headteacher)

The Deputy DSL: Sharon Mercer (Director of Wellbeing)

The school will aim to have a member of the Safeguarding team (DSL, Deputy DSL or student support officer) on site at all times during the school day. 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 coordinating safeguarding on site.

This might 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 or college.

It is important that all Grey Court 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 CPOMS, which can be done remotely.

In the unlikely event that a member of staff cannot access their CPOMS from home, they should email the Designated Safeguarding Lead (vprice@greycourt.org.uk), the Deputy DSL (smercer@greycourt.org.uk) and Headteacher(crhodes@greycourt.org.uk). This will ensure that the concern is received.

Staff are reminded of the need to report any concern immediately and without delay.

If a child is deemed to be at imminent risk, staff will contact Children's Services (AfC SPA 020 85475008), or the Police in an emergency.

Where staff are concerned about an adult working with children in the school, they should

contact the headteacher.

Concerns around the Headteacher should be directed to the Chair of Governors: Julian Knott (jknott@greycourt.org.uk)

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

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 (2020).

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 Grey Court 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 Multi- Academy

Trust (MAT) 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, Grey Court 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 Grey Court School is 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.

Grey Court 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.

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

A daily record of those staff expected to be and who are on site each day will be maintained.

Online safety in schools and colleges

Grey Court School will continue to provide a safe environment, including online. This includes the use of an online monitoring and filtering systems.

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

Children and online safety away from school and college

COVID-19 guidance stresses that providing a safe online learning environment is more important than ever.

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 remote learning policy and staff code of conduct.

Grey Court 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:

- No 1:1s, groups only. In exceptional cases, where 1:1 support might be required, written permission must be sought from the parents and another adult, e.g. a member of staff or parent must be present at all times. The DSL must be informed prior to this arrangement being set up.

- Staff and students must wear suitable clothing, as should anyone else in the household.
- Any computers used should be in appropriate areas, for example, not in bedrooms. Staff must ensure that no inappropriate objects or information is visible during live lessons.
- It is advisable that live classes are 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 Google platforms to communicate with pupils.
- Staff should record the length, time, date and attendance of any sessions held, as well as a log of any incidents or issues that might arise during the live lessons.

A helpline for professionals available from the UK Safer Internet Centre
<https://www.saferinternet.org.uk/helpline/professionals-online-safety-helpline>)

Supporting children not in school

Grey Court School is committed to ensuring the safety and wellbeing of all its children and young people.

The school will ensure that a robust communication plan is in place for those children who have been identified to be on the edge of social care support, or who would normally receive pastoral-type support in school.

Grey Court School and its DSL will work closely with all stakeholders to maximise the effectiveness of any communication or support plan.

Plans will 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 and wellbeing messages on its website and ebulletin.

Grey Court 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 Grey Court need to be aware of this in setting expectations of students' work where they are at home.

Grey Court will ensure that appropriate support is in place for children of critical workers and vulnerable children on site. This will be bespoke to each child and recorded on CPOMS as required.

Supporting children in school

Grey Court School is committed to ensuring the safety and wellbeing of all its students.

Grey Court 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.

Grey Court 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.

Grey Court 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 as required.

Where Grey Court school has concerns about the impact of staff absence – such as our Designated Safeguarding Lead or first aiders – these will be discussed immediately with the trust.

Mental Health

Negative experiences and distressing life events, such as the current circumstances, can affect the mental health of pupils and their parents. Teachers should be aware of this in setting expectations of students' work where they are at home.

The school will ensure that vulnerable children and children of key workers are supported as required.

The school will continue to provide support to all students through the pastoral team. Students

will be reminded of the email contacts of their student support officers and will be provided with links to organisations that they can contact for help if needed.

The school will continue to offer the services of the school counsellor.

The school will share safeguarding and wellbeing messages on its website and ebulletin.

Peer on Peer Abuse

Grey Court 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 the Safeguarding and Child Protection Policy.

The school 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 on CPOMS and appropriate referrals made.

Children moving between schools

It will be important for any school or college whose children are attending another setting, or who transfer schools during school closures, to do whatever they reasonably can to provide the receiving institution with any relevant welfare and child protection information. The DSL will pass on information as relevant and request information from the previous school as required. Where transferring children are looked after, the Designated teacher for Looked After Children will work with the Virtual School as required.

Any exchanges of information will ideally happen at DSL (or deputy) level, and likewise between special educational needs co-ordinators/named individuals with oversight of SEN provision for children with EHC plans. However, it is acknowledged this may not always be possible. Where this is the case senior leaders should take responsibility.

Whilst schools and colleges must continue to have appropriate regard to data protection and GDPR they do not prevent the sharing of information for the purposes of keeping children safe.

Further advice about information sharing can be found at paragraphs 76-83 of KCSIE.

Support from the Multi-Academy Trust

The Multi-Academy Trust (MAT) 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 MAT will also provide regular group and individual supervision sessions. This may take the form of an online meeting.