



Gallions Primary School
COVID-19 school closure arrangements for
Safeguarding and Child Protection

Date: 20.3.20

Context:

From 20th March 2020 all parents across the country 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. We were also asked to provide care for a limited number of children who are vulnerable, and for children who are on an EHC plan.

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

1. Key contacts
2. Vulnerable children: What does this mean and who does it apply too?
3. Attendance monitoring
4. Designated Safeguarding Lead
5. Reporting a concern
6. Safeguarding Training and induction
7. Safer recruitment/volunteers and movement of staff
8. Online safety in schools and colleges
9. Children and online safety away from school and college
10. Safeguarding team meetings
11. Supporting children not in school
12. Supporting children in school
13. Peer on Peer Abuse

1. Key contacts

DSL: Rhian Walstone

Contact number: 07961277098

Email Designated Safeguarding Lead: rwalton@gallions.newham.sch.uk

Deputy Designated Safeguarding Lead: Nicola Harman

Headteacher: Shazia Hussain 07753107401

Chair of Governors: Jane Lucas

MAT safeguarding Lead: Fiona Cullen

MASH: 020 3373 4600

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. 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.

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.

Gallions 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. The lead person for this will be: Rhian Walsone.

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 school name will explore the reasons for this directly with the parent. Where parents are concerned about the risk of the child contracting COVID19, Rhian Walstone or the social worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England.

Gallions Primary School will encourage our vulnerable children and young people to attend a 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.

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

We set the expectation that all children will be logging in daily to Google classrooms. When this is not happening the phase leaders will follow up with weekly phone calls. Exceptions will be made for children who cannot access technology or for any child or family member who is unwell.

Any child or family who become uncontactable during this period will be called daily and after 3 days a home visit will be carried out. If they are not home and we continue to have no contact, after 10 days we will report them as a child missing in education (CME). For any children in our vulnerable category we will report them to their social worker and contact MASH within 3 days.

4. How Will this look in our School?

To support the above, Gallions 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.

In all circumstances where a vulnerable child does not take up their place at school, or discontinues, Rhian Walstone/ Nicola Harman will notify their social worker.

Gallions Primary School has a Designated Safeguarding Lead (DSL) and a Deputy DSL. The Designated Safeguarding Lead is: Rhian Walstone

The Deputy Designated Safeguarding Lead is: Nicola Harman

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 coordinating safeguarding on site. This might include updating and managing access to child protection online management system, Safeguard 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 staff 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 Safeguarding Policy, this includes making a report via Safeguard, which can be done remotely. Any concerns which are red and need immediate action should be made directly to the DSL by phonecall and a follow up email. If you cannot contact the DSL you should contact the deputy DSL.

In the event of a child being at immediate risk of harm you call 999 followed by the DSL and MASH. All pupils' addresses can be found on the Safeguard software.

In the unlikely event that a member of staff cannot access their safeguard from home, they should email the Designated Safeguarding Lead, the deputy safeguarding lead 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 directly 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 Governors: Jane Lucas. The Multi-Academy 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 Gallions, 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 MultiAcademy 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.

The DSL will send out one training per week for staff to complete at home.

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, Gallions 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.

Gallions Primary School will not be utilising volunteers during a school closure

Gallions 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. Gallions 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.

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

8. Online safety in schools and colleges

Gallions Primary 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.

When YouTube is used to post videos staff will watch the whole clip to check it is suitable and make sure there are no adverts which are aimed at an older audience.

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 code of conduct.

We 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:

- All live meetings will be held on Google Meet between the hours of 9-3.30.
- Meeting must be pre-arranged. Teachers must exit all pupils from the meetings before then leaving themselves. This is to ensure pupils are not left behind to talk to each other without an adult present.
- No 1:1s, groups only- the only exception of this will be 1:1 music sessions where the parent has agreed to be present at all times.
- Staff and children must wear suitable clothing, as should anyone else in their household.
- Staff must keep their personal life out of any live streaming and pre-recorded videos. Never divulge personal details such as addresses.
- Any computers used should be in appropriate areas, for example, not in bedrooms; and the background should be blurred/ neutral.
- The live class should be recorded so that if any issues were to arise, the video can be reviewed. These are stored on Google drive.
- 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 should record the length, time, date and attendance of any sessions held.

10. **Supporting children not in school**

Gallions 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. The communication plans can include; remote contact, phone contact, door-step visits.

Other individualised contact methods should be considered and recorded. Details of this plan must be recorded on Safeguard, as should a record of contact have made. 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. The DSL will continue to share key messages with staff throughout the school closure.

The following well-being initiatives are currently running across the school:

All children will be asked to take part in weekly virtual assemblies including star of the week. Stars will be sent in the post to those children.

Children with birthdays during school closure will receive a card and a small gift from the school
Phase leaders will call 5 children per year group on a set day of the week to check up on their well being

Home visits being carried out to the most vulnerable families weekly

11. **Safeguarding team meetings**

The school safeguarding team will continue to meet on a Friday on the school site. During these meetings we will discuss our vulnerable children and the steps needed to ensure they are safe. The Learning Mentor will continue to make contact with the pupils through Google classrooms and will carry out group sessions on Google Meet. She will then feedback on any information taken from these meetings.

SLT will continue to meet on a Thursday and will discuss safeguarding issues raised, individual children and action taken.

Both these meetings will be recorded onto children's individual safeguard files when needed.

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

12. Supporting children in school

Gallions Primary School is committed to ensuring the safety and wellbeing of all its students. Gallions 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. Gallions 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. Gallions 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. Where Gallions 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 trust.

13. Peer on Peer Abuse

Gallions 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 multi-agency partner required to ensure the safety and security of that young person
- Concerns and actions must be recorded on Safeguard and appropriate referrals made. 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.

Date of review: Every two weeks - or as needs arise