

## Uplands Primary School



### Amended Child Protection Policy in light of school closure.

On March 20th 2020, the Government closed all school except to a minority of pupils who met the following criteria:

- children of key workers
- vulnerable pupils
- pupils with EHC plans
- children with a social worker.

During this partial closure, safeguarding and protecting our pupils at Uplands Primary School will continue to be our biggest priority and we still fully adhere to KCSIE 2019. We continue to recognize that it is the duty of **ALL** staff and Governors to protect pupils from harm.

This policy outlines any new guidance that has been issued by the DFE since the school closure on March 20th with regards to keeping pupils safe. This policy will also clarify to ALL staff the procedures to follow during this period and any necessary contact information.

### Concerns about a child

If you feel that a child is at risk then you **must contact the DSL or in her absence one of the DDSLs immediately.**

The rota will state which of the three DSLs is on site. If you are not able to contact anyone on site, then contact Sarah Ackerman by phoning her mobile number listed above.

All concerns must be logged on CPOMS.

Should you feel that your concern has not been dealt with or if you are still concerns about a child, then all staff can make a referral online via the HCC website. Log on and complete the interactive referral form (IRAF).

If a child is in immediate danger, then you can call 999 or 101 or children's services directly. For concerns about FGM, then call the Police.

Guidance about different types of abuse and safeguarding issues can be found in our other safeguarding and child protection policies. These are still on our website.

## **Concerns about and adult**

Should you have a concern about the way an adult is behaving towards a child, then this must be reported to Sarah Ackerman who will contact the LADO (Barbara Pilkington).

Should you not feel comfortable with this or if the concern is about a senior leader including the Headteacher, then you must contact the Chair of Governors and/or the LADO.

## **Concerns out of hours**

Should you have a concern about a child or adult's behavior towards a child, then contact:

- DSL or children's services out of hours number if about a child (see number above)
- The Headteacher, Chair of Governors or LADO if about an adult.
- If child is in immediate danger then call the Police.

## **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 Care 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 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 Deputy DSLs including our ELSA, 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.

Uplands Primary School will continue to work with and support children's social workers to help protect vulnerable children. This includes working 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 Rachel Cook.

Guidance from the DFE states that 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 vulnerable, the social worker and Uplands Primary School will explore the reasons for this directly with the parent.

Where parents are concerned about the risk of the child contracting COVID-19, the School or the social worker will talk through these anxieties with the parent / carer following the advice set out by Public Health England.

We will encourage our vulnerable children to attend school, including remotely if needed. We will maintain regular contact with the parents and carers of our vulnerable children. We will complete a weekly return to the Local Authority to inform them which children have attended school and any reasons for non-attendance.

The DSL will ensure that any updated advice or arrangements from the Local Authority are followed and shared as appropriate.

### **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. However, we will follow up on any pupil that we were expecting to attend, who does not. To support the above, we ensure that our emergency contact numbers are correct and ask for any additional contact numbers where they are available.

In all circumstances where a vulnerable pupil does not take up their place at school or discontinues, we will notify the social worker.

### **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 DDSL who has been trained will continue to be class as a trained DSL or DDSL even if they miss their refresher training.

All existing school staff have received safeguarding training and have read part 1 of Keeping Children Safe in Education (2019). The DSL will communicate with staff any new local arrangements, so they know what to do if they are worried about a child.

If any new staff are recruited to the school during the partial closure, they will continue to be provided with a safeguarding induction. Volunteers will not be used during this closure.

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 our child protection and safeguarding policies, confirmation of local processes and confirmation of DSL arrangements as part of an induction program

### **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, we will continue to follow the relevant safer recruitment processes, including, as appropriate, relevant sections in part 3 of Keeping Children Safe in Education (KCSIE) (2019).

In response to COVID-19, the Disclosure and Barring Service (DBS) has made changes to its guidance of standard and enhanced DBS ID checking to minimise the need for face to face contact.

Uplands Primary School will not utilise volunteers during the closure.

We 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.

We 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](mailto: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 will be in the school and that appropriate checks have been carried out, especially for anyone engaging in regulated activity. As such, Uplands Primary School will continue to keep the Single Central Record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE (2019).

Staff will also continue to sign in each day so that a full record of who has been on site and when will be kept.

### **Online Safety**

Uplands Primary School will continue to provide a safe environment, including online. This includes the use of an online filtering system.

Where pupils are using computers in school, appropriate supervision will be in place. Children will not be able to access the internet in school without an appropriate adult present. Guidance has been put on the website to support parents and children at home.

Staff will be expected to follow our school policies regarding appropriate use of IT and Social Media during this period.

### **Children and Online Safety Away from School**

It is important that all staff who interact with children, including online, continue to look out for signs that 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 Code of Conduct.

We will ensure any use of online learning tools and systems is in line with privacy and data protection / GDPR requirements.

We are not promoting live streaming as it may cause difficulties for some families and result in inequalities for some of our pupils. Staff may choose to record themselves reading a story or modelling key skills such as handwriting. The following should be considered:

- Staff must wear suitable clothing
- Any computers used should be in appropriate areas and there should be a plain background
- Staff must only use our school platforms (email, website and blogs) to

communicate with pupils

- Language must be professional and appropriate

### **Supporting Children Not in School**

Uplands Primary School is committed to ensuring the safety and well-being of our pupils.

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, we will ensure that a robust communication plan is in place for that child.

The communication plan will include regular telephone contact and a record of all contact will be kept on CPOMs. DSL and the DDSLs must ensure that a handover is given each day if they are not on site so that any issues are passed on each day.

Should we not be able to contact pupils or our communication log is showing that parents are not responding, we will consider a referral.

### **Supporting Children in School**

Uplands Primary School is committed to ensuring the safety and well-being of all our pupils and we will continue to be a safe place 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.

We 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 COVID-19.

We 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 and any concerns are recorded on CPOMs.

Every day, there will be a nominated Leader, DSL and First Aider on site which will be communicated to all staff through a rota.

A risk assessment has been completed and is available in the reception area for all staff to refer to. It is expected that all usual practices regarding health and safety will still be followed.

### **Peer on Peer Abuse**

Despite only a minority of pupils being on site, our usual procedures for reporting will still apply. Where we receive a report of peer on peer abuse, we will follow the principles as set out in part 5 of KCSIE (2019) and those outlined within our Child Protection Policy.

We will listen to and work with any child, parents / carers and any multiagency partner required to ensure the safety and security of that child.

Concerns and actions must be recorded on CPOMs and appropriate referrals made.

### **Expectations of staff**

All our expectations regarding staff behavior and conduct have not changed and all the details in the following policies still apply:

- whistleblowing policy
- code of conduct policy
- child protection policy
- safeguarding policy
- first aid policy
- health and safety policy
- IT and Social media policies
- behaviour policy

We advise that all staff continue to work and conduct themselves in a manner which will protect themselves during this period. A list of do's and don'ts about working with children can be found in the staffroom.

### **Contractors**

Anyone visiting our site during the partial closure must report through the office and work under the guidance of the Site Manager. If this is not possible, then it must be under the guidance of the duty lead. No one who has not been DBS checked will be allowed to work unsupervised.

### **Site Security**

It is expected that all staff will follow the normal procedures for keeping our pupils safe when they are on site. For example, the main and side gates will be closed. Doors need to be kept closed and all staff must wear lanyards.

Parents will not as a rule be in the school building as we will pass the pupils in via the reception.

**Remember - any concerns must be passed on and logged.**

**S. Ackerman**

**1/4/20**

This policy will be updated as needed and appropriate.