

Annex 1

COVID-19 school closure arrangements for Safeguarding and Child Protection at Reid Street



School Name: Reid Street Primary
Policy owner: Mrs Joanne Davison
Date: 01.0420
Date shared with staff: 03.04.20

Context

This addendum applies during the period of school closure due to COVID-19 and reflects updated advice from Darlington Safeguarding Partnership and the local authority (LA) Darlington.

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 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 Reid Street's Safeguarding and Child Protection policy contains details of our individual safeguarding arrangements in the following areas:

Key Contacts

Role	Name	Contact numbers	Email
Designated Safeguarding Lead	Joanne Davison	01325 251006 0735291988	admin@reidstreet.darlington.sch.uk
Deputy Designated Safeguarding Leads	Tracey Charlton Paula Ayto		
Designated member of senior leadership team if DSL (and deputy) can't be on site	Leanne Robson Debbie Hancock		
Headteacher	Paula Ayto		
Chair of Governors	Trevor Alley		
Safeguarding Governor / Trustee	Laura Swanston		

This addendum sets out changes to our normal child protection policy in light of the Department for Education's guidance [Coronavirus: safeguarding in schools, colleges and other providers](#) and should be read in conjunction with that policy. **Our normal child protection policy continues to apply.**

Core Safeguarding Principles

We will continue to have regard to the statutory safeguarding guidance, [Keeping Children Safe in Education](#). Although we are operating in a different way to normal, we are still following these important safeguarding principles:

- The best interests of children must come first
- If anyone has a safeguarding concern about any child, they should continue to act on it immediately
- A designated safeguarding lead (DSL) or deputy should be available at all times
- It's essential that unsuitable people don't enter the school workforce or gain access to children
- Children should continue to be protected when they are online

Definitions

The Department for Education's (DfE's) definition of 'vulnerable children' includes those who:

- Have a social worker, including children:
 - With a child protection plan
 - Assessed as being in need
 - Looked after by the local authority
- Have an education, health and care (EHC) plan

Designated Safeguarding Lead

The Designated Safeguarding Lead is: Joanne Davison

The Deputy Designated Safeguarding Lead is: Tracey Charlton

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 co-ordinating 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. It is important that all Reid Street

staff have access to a trained DSL (or deputy). On each day, the staff on site will be made aware of who that person is and how to contact them.

The DSL will continue to engage with social workers, and attend all multi-agency meetings, which can be done remotely.

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 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.

Reid Street 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, Early Help workers and the local authority Virtual School Head (VSH) for looked-after and previously looked-after children.

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

Monitoring the welfare of children on Child Protection, Child in Need Plans and children who are Looked After

School will complete the following to ensure the welfare of children on school roll:

Children on Child Protection Plans, who are not attending school during this period, will be contacted via a welfare call or via a virtual platform at least three times a week to speak to the child. *(We currently have no children on a Child Protection Plan)*

Children on Child in Need plans, who are not attending school during this period, will be contacted via telephone calls or a virtual platform at least once a week to speak to the child. *(We currently have (1 family) 2 children on a Child in Need Plan)*. Mrs Davison will make a phone call twice a week to this family and update social workers accordingly.

For Children Looked After we will follow the usual procedures, reporting daily attendance to welfare call. *(We currently have (2 families) 3 children who are LAC)* Mrs Hancock will make a weekly phone call to these families and update social workers accordingly.

If staff are unable to contact these families or speak to the child/children, staff will liaise with the school's DSL, the child/children's Social Worker or the Duty Social Worker for advice.

For children with an EHC plan, *(Currently 4 of them)*, Mrs Robson (the SENDCo) will make a weekly phone call to check all is fine and offer support where required.

Children with an Early Help worker who are not attending school will be contacted at least one a week by Mrs Davison (DSL). *(We currently have 7 families (11 children) who have a TAF -Team around the Family.)*

All other children who are assessed as vulnerable for any other reason for example self-harm or mental health, will be spoken to on a weekly basis or more frequently according to assessed risks. These calls will take place with the DSL, Deputy DSL or the SENDCO.

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.

If Reid Street has any children in attendance (e.g. because they are vulnerable or their parent(s) / carers are critical workers) we will submit the daily attendance sheet to the DfE by 12 noon -

<https://www.gov.uk/government/publications/coronavirus-covid-19-attendance-recording-for-educational-settings>

And a copy will be sent to the Local Authority for information.

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

To support the above, Reid Street staff 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, Reid Street will notify their social worker.

Keeping Records of Who's on Site

Every day we will keep a record of which staff are on site and that appropriate checks have been carried out for them.

Reporting a Concern

All staff and volunteers must continue to act on any concerns they have about a child immediately. It is still vitally important to do this. 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.

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 headteacher. If there is a requirement to make a notification to the Principal whilst away from school, this should be done verbally and followed up with an email to the Principal

Concerns around the Principal should be directed to the Chair of Governors: Trevor Alley.

Supporting Children in School

Reid Street is committed to ensuring the safety and wellbeing of all its students. We will continue to be a safe space for all children to attend and flourish. The Principal will ensure that appropriate staff are on site and staff to pupil ratio numbers are appropriate, to maximise safety.

Reid Street 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 hand washing and other measures to limit the risk of the spread of COVID19.

Reid Street 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 Reid Street has concerns about the impact of staff absence – such as our Designated Safeguarding Lead or first aiders – we will discuss them immediately with SLT.

All key worker parents have the school mobile phone number and contact staff via this to communicate times when they need school's support and when the children will be in school.

Online Safety In Schools For Key Worker Children

Reid Street 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.

Supporting All Pupils At Home

Parents are given work packs and a list of websites their child/ren can be accessing and completing whilst not in school. Pupils are regularly provided with online safety information by their teacher so e-safety remains a high priority.

Vulnerable parents are provided with the contact details of the DSL/school mobile number, school email address and school phone number so they can report any concerns they have.

Supporting Vulnerable Children Not In School

Reid Street is committed to ensuring the safety and wellbeing of its children and young people. Where the DSL, SENDCo or staff have 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 system is in place for that child or young person. Weekly phones are made to all children with an EHCP.

The communication can include remote contact, phone contact or door-step visits. Other individualised contact methods should be considered and recorded. Details of this support must be recorded on CPOMS, as should a record of contact have made.

The school will share safeguarding messages on its website and social media pages.

Reid Street 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 Reid Street need to be aware of this in setting expectations of pupils' work where they are at home.

Mental Health

The school understands how the Coronavirus pandemic can cause pupils and staff to feel anxious and concerned and will offer any essential support required to those in need.

Pupils will be provided with different resources they can access to help them cope with their mental health, including online services. Face-to-face support will only be provided where necessary and needed.

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 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.

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

Although we are not live streaming to children, below are some things to consider if/when delivering virtual lessons, especially where webcams are involved:

- No 1:1s, groups only.
- 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 class should be 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 platforms specified by senior managers and approved by our IT network manager / provider to communicate with pupils
- Staff should record, the length, time, date and attendance of any sessions held.

Peer on Peer Abuse

Reid Street 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 CPOMS and appropriate referrals made.

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. (Joanne and Tracey are up to date.)

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.

Whilst we, at Reid Street, intend to fulfil all obligations to vulnerable pupils and / or children of key workers utilising current staff who have all been subject to recruitment checks according to statutory legislation, we recognise our commitment to working with the Local Authority in a coordinated Darlington response which may at some point during the closure period include school 'hubs' or other ways to work collectively.

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, Reid Street 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.

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

Where Reid Street are 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.

Reid Street 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.

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

15. Darlington Key Contacts

Safeguarding concerns

Children's Initial Advice Team professional line will be available to support all professionals with a new child concern.

Monday - Thursday: 8:30am - 5pm

Friday: 8:30am - 4:30pm

Tel: 01325 406252

If you need to get in touch out of office hours, contact **the Emergency Duty Team on 01642 524552.**

Police Non-emergency 101

Adult Duty Team

First Point of Contact Team on **01325 406111**

or the Emergency Duty Team on **01642 524552.**

Health

School Nurse: 03000030013

CAMHS: County Durham and Darlington 0300 1239296

Virtual Head for LAC

Calvin Kiplin 01325 406272

Designated Officer at the Local Authority

Marian Garland 01325 406459

Early Help Team

To refer for Early Help, Safer families support or for advice contact **Kelly-Ann Reay, Early Help Coordinator, Tel: 01325 405635 or 07946340385**

All Children's Services Teams, Early Help Team and Education staff are remote working. Social Workers and Education staff are taking calls as usual if they are in work and not self-isolating.

In the event that you cannot speak to a **child's Social Worker or Early Help Worker call 01325 406222 option 1 and ask to speak to the duty worker.**

If you are unaware of the name or contact details of a child's Social Worker call 01325 400622 option 2 and the children's front door business support staff will help.

Darlington Council Coronavirus Support Hub

Darlington Council support hub is available to help those people in our borough most affected by the Coronavirus outbreak. The hub will be available seven days a week and is there for people who can't get help from family, friends or volunteers.

Call the hub on 01325 405000

Safeguarding Procedures

Advice from Darlington Safeguarding Partnership



Darlington
Safeguarding Partner:

Multi-agency Strategy Meetings, Initial Child Protection Conferences, Review Child Protection Conferences, Core Groups and Looked After Reviews for children will still be taking place using virtual platforms or telephone conference and have/will work with partners to manage this. Schools will be contacted and arrangements shared for individual cases.

Social Workers / Early Help Team visiting families due to child protection concerns, statutory visits

- Early Help Teams will be contacting families daily.
- Where face to face contact is required for all visits, staff will telephoning in advance to clarify it is still safe to visit. Social Workers will see children in gardens areas, through windows etc ensuring social distancing or via virtual platforms.
- Children's Social Care are requesting colleagues across partner agencies proactively share information about families who they know are self-isolating, to avoid any unnecessary home visits and contact, ensuring all are protected from unnecessary exposure to the virus.

Durham Prevent Team

Contact the Prevent Team, advice or referral regarding radicalisation or terrorism.

Police Prevent Team (office hours) 0191 375 2234

DC 1023 Steven Smith

Prevent Counter Terrorism Case Officer

0191 375 2555

07889702208

steven.smith@durham.pnn.police.uk

PC 1080 Billy Crampsie

billy.crampsie@durham.pnn.police.uk

0191 375 2555

Non-urgent enquiries 101, Emergency calls 999

To report illegal information, pictures or videos found on the internet

www.gov.uk/report-terrorism.

Anti-terrorist hotline: 0800 789 321

Due Diligence and Counter Extremism Group (DDCEG) Helpline - (020 7340 7264)

For education staff and governors to raise concerns relating to extremism directly and in confidence

CHANNEL Panel Chair

Jo Benson, Head of Youth Offending Service

Contact details: 01325 406791

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