



**COVID-19 school closure
arrangements for
Safeguarding and Child
Protection Policy**

April

2020



AIMS

We seek to fulfil the needs of learners in a caring, happy environment, enabling them to realise their true potential as young people and citizens.

We aim to enable our learners to:-

PREPARE for adult life in a happy, caring and purposeful environment

ACHIEVE their full potential regardless of individual need

CCARE for everyone and encourage respect and tolerance

ENJOY education and rejoice in success



1. Context

From 20th March 2020 parents were asked to keep their children at home wherever possible. Schools were asked to provide care for a limited number of children - children who are vulnerable, and children whose parents' and carers' work is critical to the COVID-19 response and who cannot be safely cared for at home.

This addendum applies during the period of closure due to COVID-19 and reflects advice from the DfE and our Safeguarding Partners. It sets out changes to our usual child protection and safeguarding policy and should be read in conjunction with that policy. This addendum contains details of our individual safeguarding arrangements in the following areas:

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Key contacts

Role	Name	Contact number	Email
Designated Safeguarding Lead	Steve Gray Helen Hill (from 20/04/20)	0151 355 8445	sgray@whitbyhs.cheshire.sch.uk hhill@whitbyhs.cheshire.sch.uk
Deputy Designated Safeguarding Leads	Lyn Hewitt Kirsty Hill Dave McGrath		lhewitt@whitbyhs.cheshire.sch.uk khill@whitbyhs.cheshire.sch.uk dmcgrath@whitbyhs.cheshire.sch.uk
Headteacher	Bryn Heeley		bheeley@whitbyhs.cheshire.sch.uk
Senior Pastoral Leaders	Natalie Witcher David De Winton Cathi Knight Clare Martin Caroline Palmer Rob Millington		hanover@whitbyhs.cheshire.sch.uk stuart@whitbyhs.cheshire.sch.uk tudor@whitbyhs.cheshire.sch.uk windsor@whitbyhs.cheshire.sch.uk windsor@whitbyhs.cheshire.sch.uk york@whitbyhs.cheshire.sch.uk
Chair of Governors	Carole Hibbert Angela Claydon		CHibbert.gov@whitbyhs.cheshire.sch.uk AClaydon.gov@whitbyhs.cheshire.sch.uk
Safeguarding Governor / Trustee	Michelle Edwards		MEdwards.gov@whitbyhs.cheshire.sch.uk

Vulnerable children

Vulnerable children include those who have a social worker and children and young people up to the age of 25 with an education, health and care (EHC) plan.

Children who have a social worker include those with a child protection plan, a child in need plan, children at single assessments and those who are looked after by the Local Authority. These children have been risk assessed and offered a place within our childcare provision.

Those with an EHC plan have been 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. Many children and young people with EHC plans can safely remain at home.

Senior leaders and senior pastoral leaders (House Progress Managers) know who our most vulnerable children are. House Progress Managers have identified a small number of students who do not fit into the categories above but who are considered to be vulnerable and have been offered provision.

The Whitby High School will continue to work with children's social workers to help protect vulnerable children. This includes working with 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, as long as they do not have underlying health conditions that put them at increased risk. In circumstances where parents/carers do not want to bring their child to an education setting, and their child is considered vulnerable, the social worker and House Progress Managers will discuss with parents how the child is being cared for.

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

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.

Following communications with parents/carers, the school has registers of children who are expected in each day. All parents/carers of vulnerable children are aware that their child is able to access our provision and can request a place at any time.

When The Whitby High School has 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>

If the school closes, we will complete the return once as requested by the DfE.

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. The SLT member in school each day will ensure the above takes place daily.

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

Designated Safeguarding Lead

The Designated Safeguarding Lead is: Mr S. Gray
 Mrs H. Hill (from 20 April 2020)

The Deputy Designated Safeguarding Leads are: Mrs K Hill, Miss L Hewitt, Mr D McGrath.

On many days there will be a trained DSL available on site. Where this is not the case a trained DSL (or deputy) is listed on the staff rota and will be available to be contacted via phone or other communication by any member of staff who requires advice.

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 (CPOMS), liaising with the offsite DSL (or deputy) and senior pastoral leaders, 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.

The DSL will continue to ensure that multi-agency work continues in line with safeguarding procedures and current CWAC and DfE guidance. In line with this guidance there will be no face to face meetings but meetings, where required, will take place remotely.

In the event that no DSL is available, the Safeguarding Children in Education (SCiE) team can be contacted for advice and support on the following details:

Vicki Thomason

Mob: 07785 542018

Email: Victoria.thomason@cheshirewestandchester.gov.uk

Pam Beech

Mob: 07917587559

Email: Pam.beech@cheshirewestandchester.gov.uk

Susie Sheasby

Mob: 07554 773926

Email: Susie.sheasby@cheshirewestandchester.gov.uk

Kerry Gray

Mob: 07789484743

Email: Kerry.gray@cheshirewestandchester.gov.uk

If you have immediate concerns about a child or situation, please call I-ART on 0300 123 7047

Reporting a concern

Where staff have a concern about a child, they should continue to follow the process outlined in the school safeguarding policy and this addendum, this includes making a report via CPOMS, which can be done remotely.

In the event that a member of staff cannot access their CPOMS remotely, they should email the relevant House Progress Manager and Designated Safeguarding Lead on rota with the concern. 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 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.

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 The Whitby High School, they will continue to be provided with a safeguarding induction.

If staff are deployed from another education or children's workforce setting to The Whitby High 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

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, the school will continue to follow the relevant safer recruitment processes for our 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

Should The Whitby High School be required to utilise 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.

The Whitby High 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.

The Whitby High 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, The Whitby High School will continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE.

Online safety in schools and colleges

The Whitby High 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. At all times only staff and student school email addresses are to be used for communication. Personal mobile phone numbers must not be shared with students or staff.

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 Safeguarding Policy and where appropriate, referrals should still be made to children's social care and as required, the police.

Parents and carers should take steps to ensure their child is safe online. Advice for parents and carers has been shared. The links below provide useful information.

www.thinkuknow.co.uk

www.internetmatters.org

<https://www.net-aware.org.uk/>

Remote Teaching

Online teaching should follow the same principles as set out in the code of conduct. The Whitby High School will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements.

Below are some points to consider when delivering virtual lessons, especially where webcams are involved:

- There will be no “live lessons” or “live classes”
- Virtual lessons are not expected and will not be produced for individual students, only groups
- Virtual lessons must be pre-recorded so that if any issues were to arise, the video can be reviewed. These must only be done in line with all other guidance re teaching and learning which has been shared in school.
- Staff 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.
- Language must be professional and appropriate, including any family members in the background.
- Staff must only use platforms specified by senior leaders and approved by our IT network manager to share work with students

Supporting children not in school

The Whitby High School is committed to ensuring the safety and wellbeing of all its children and young people.

The Whitby High School has a robust remote contact plan for students who are considered to be vulnerable and are not in school. The plan meets DfE and CWAC advice to schools. Vulnerable students identified have been risk rated and receive contact from school in line with the School advice plan. House Progress Managers and the SENDCO are responsible for contacting vulnerable students. The list of vulnerable students and actions taken are logged on *Covid 19 Vulnerable Students Teams* document, which is accessible to the whole pastoral team and DSLs for monitoring. School pastoral colleagues will work closely with all stakeholders to maximise the effectiveness of our communication plan.

This plan will be reviewed regularly (at least once a fortnight) and where concerns arise, the DSL will consider actions and referrals as appropriate.

The school will share safeguarding messages on its website via email.

The Whitby High 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 have been made aware of this in setting expectations of pupils' work where they are at home.

The SPOC (Single Point of Contact) Karen Goodman can be contacted regarding issues with children who have current social care involvement.

karen.goodman@cheshirewestandchester.gov.uk

The TAF advisor, Jayne Ford, can be contacted for advice as required.

jayne.ford@cheshirewestandchester.gov.uk

Supporting children in school

The Whitby High School is committed to ensuring the safety and wellbeing of all its students.

The Whitby High 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.

The Whitby High 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.

The Whitby High 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.

Where The Whitby High School has concerns about the impact of staff absence – such as our Designated Safeguarding Lead or first aiders – we will discuss them immediately with Governors.

Peer on Peer Abuse

The Whitby High 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 Safeguarding 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.