



This is an addendum to St Teresa's Primary School Child Protection and Safeguarding Policy in response to the Coronavirus (Covid-19) outbreak. This policy will be under constant review as guidance and information will change.

This additional policy should be read alongside the Child Protection and Safeguarding Policy and the Department of Education guidance issued to all schools on Friday 27<sup>th</sup> March 2020.

The Government ordered all schools to close for the majority of pupils during the outbreak however children of Key/ Critical Workers and those who are "vulnerable" would still be required to attend. A list of those Key/ Critical workers can be found [here](#).

**Vulnerable children** are defined as:

- 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 should be risk-assessed by their school or college in consultation with the local authority (LA) 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.

Merton Council have issued emergency arrangements during this lockdown period. Details of which are:

The **Multi Agency Safeguarding Hub (MASH)** will continue to function as normal.

**First Response** will continue to run as a Duty Team for incoming work.

**Family Wellbeing Duty** will be set up to respond to open and high need families in their service to prevent escalation to social care. The team will also offer parenting guidance and advice via phone support to the families of all children open to Children's Social Care.

A new **Central Duty Team** will undertake visits for High Risk children.

### **Attendance**

Schools/colleges and social workers should be agreeing with families whether children in need should be attending education provision – and the school or college should then follow up on any child that they were expecting to attend, who does not. Schools and colleges should also follow up with any parent or carer who has arranged care for their children and the children subsequently do not attend. To support the above, schools and colleges should take the opportunity when communicating with parents and carers to 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 college, or discontinues, the school or college should notify their social worker.

Schools are expected to report daily attendance figures to the Department for Education by 12 noon every day. Detailed guidance is [here](#). Schools are also expected to send vulnerable children information to the Education Welfare Service using the **Emergency Attendance Monitoring Group** in USO-FX.

### **Designated Safeguarding Lead**

St Teresa's Primary school has a Designated Safeguarding Lead (DSL) and a Deputy DSL.

The Designated Safeguarding Lead is: **Justin Dachtler**

The Deputy Designated Safeguarding Lead (S) is: **Vanessa Aransiola**

It is recommended 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.

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, for example My Concern or 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 school named 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 or may be virtual.

If the DSL is nearing or is over the 2 yearly statutory update, for these emergency provisions, that DSL may continue in their duty.

Some schools may be joining hubs or clusters and therefore a DSL from any one of the schools can be the named DSL for that hub/ cluster.

If a school does not have a DSL due to sickness or staff in self-isolation, assistance can be sought from a nearby school to provide DSL cover. If that is the case they must notify Ian McGraw, Safeguarding in Schools Officer (email: [Ian.McGraw@merton.gov.uk](mailto:Ian.McGraw@merton.gov.uk)), of that new arrangement.

### **Reporting a concern**

Where staff have a concern about a child, they should follow the procedure outlined in the main Child Protection Policy by reporting to the DSL or Deputy DSL. The concern must be reported immediately and without delay.

If any member of staff has a concern about an adult working in the school, they must immediately inform the Headteacher. If the concern is about the Headteacher, then the Chair of Governors must be informed.

## **Safeguarding Training and Induction**

Any new staff recruited during these emergency procedures will require safeguarding induction in line with Keeping Children Safe in Education 2019 which includes receiving:

- Part 1 of KCSiE 2019
- A copy of the Child Protection and Safeguarding Policy including this addendum,
- A copy of the Staff Code of Conduct/ Staff Behaviour Policy
- A copy of the School Behaviour Policy, and
- The Safeguarding response to Children who are missing education.

The induction will also include a meeting with the Designated Safeguarding Lead to understand his/her role.

All staff will require any safeguarding updates during the emergency period.

## **Safer Recruitment including the movement of staff**

It is essential that all staff and volunteers who work in the school are subject to safer recruitment processes and vetting and this includes ensuring that unsuitable people are not permitted to enter the children's workforce or gain access to children. During this emergency period schools will continue to follow their policies and procedures set out in the Child Protection and Safeguarding Policy and also part 3 of Keeping Children Safe in Education 2019.

The Disclosure and Barring Service (DBS) has made changes to its guidance to minimise the need for face to face contact.

We will continue to follow the checking and risk assessment process for volunteers 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.

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, we will continue to keep the Single Central Record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSiE 2019.

All staff who may be working together in a hub/ cluster will not require to undergo a further DBS check. The SCR for the hub/ cluster lead school must include all new staff who are transferred from other schools.

## **Online Safety**

We will continue to provide a safe environment for children both on and offline. Pupils will not be allowed to use personal computers, iPads and Chrome Books without supervision. Schools need to be particularly aware of online learning tools and systems in line with privacy and data protection/ GDPR requirements.

The use of webcams as a communication device between teachers and pupils can be problematic, unless there is a facility to allow one-way communication ie from the teacher to the pupil only.

Please make sure your Data Protection Officer is aware if you are using any new communications platforms. This will likely require a Data Processing Impact Assessment.

### **Peer on Peer Abuse**

We recognise that during the school closure a revised process may be required for managing any report of such abuse and supporting victims. Schools who are joining a hub/ cluster will be especially alert as pupils from different phases may well be in the same building.

Any reports of peer on peer abuse must be followed up as set out in Part 5 of Keeping Children Safe in Education 2019 and in the specific section of the Child Protection and Safeguarding Policy.

We will also report all concerns through our multi agency arrangements by reporting all instances to the MASH.

### **Supporting Pupils not in school**

We will ensure that there is a robust communication plan in school for all pupils who we have identified as being vulnerable but who do not meet the criteria of the definition of “vulnerable children as defined in section ... of this policy. Such pupils may be subject of Early Help or have been referred to the School Safeguarding Team, prior to the closure of the school, as being in need of support or emotional wellbeing. There should be a communication plan in place to ensure that there is contact with parents/ carers to offer any support required. Details of this plan must be included in the Child Protection records or on any online CP management programme and subject to regular review.

If the pupil is “looked after” liaison must be made with the Merton Virtual School.

### **Supporting Children in School**

St Teresa’s Primary School is committed to ensuring the safety and wellbeing of all its pupils and will continue to provide a safe space for all pupils to attend. The Headteacher will ensure that appropriate staff are onsite and staff to pupil ratio numbers are appropriate to maximise safety.

We will refer to 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 the spread of Covid-19. We undertake to care for the children of key/ critical workers.

If we have concerns about the impact of staff absence, for example, our DSL or first aiders we will contact the Local Authority.