

COVID-19 Addendum to Matravers School Safeguarding and Child Protection Policy

Alongside our Child Protection and Safeguarding Policy, the following updated arrangements apply until further notice:

Policies

All staff have been provided with a copy of:

- the Safeguarding and CP policy and this update
- Part 1 of the latest version of Keeping Children Safe in Education (KCSiE 2020) and

All staff working directly with children have also been given a copy of:

- Annex A of KCSiE and
- A Remote Education Guidance, summarising our processes and procedures (adapted from [SWGFL Remote learning](#) - a guide for education professionals)

Vulnerable children include children who have a social worker with education or Education Health and care (EHC) plans. It also includes children who have been assessed as otherwise vulnerable by educational providers or local authorities (including children's social care services), and who could therefore benefit from continued attendance as per current government guidance.

We will liaise with the Local Authority and with parents to decide whether a child with an EHCP needs to continue to be offered a place at school 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. We understand that many children and young people with EHC plans can safely remain at home. Eligibility for free school meals is not a key determining factor in assessing vulnerability.

Our senior leaders and DSLs (Designated Safeguarding Leads) have the flexibility to offer a place to children who do not have a social worker but for whom some safeguarding needs have already been identified.

There is an expectation that all vulnerable children who have a social worker will continue to attend an education setting, so long as they do not have underlying health conditions that put them at risk. Local authorities and education settings do not need to complete their usual day-to-day attendance processes to follow up on non-attendance. We will follow the process set out in Wiltshire Council's flowchart *School attendance and children with a CiN or CP plan*, until further notice.

To support the above, we will, when communicating with parents/carers of vulnerable children, confirm that emergency contact numbers kept on the children's files are correct and ask for any additional emergency contact numbers where they are available.

Designated Safeguarding Leads

To ensure school staff have access to specialist advice and support about safeguarding, the following details apply. Trained DSL (or deputy) are available on site. If one is not on site, nor contactable by phone or video call, we have made arrangements for an SMT member to be available daily with support from appropriately trained Pastoral Managers.

In such instances, the senior leader will also take responsibility for co-ordinating safeguarding on site.

Reporting a concern

Where staff have a concern about a child, they will continue to follow the process outlined in the school Child Protection and Safeguarding Policy.

If a member of staff cannot access our electronic data management system for safeguarding from home, they will contact the Designated Safeguarding Lead.

Any email containing confidential information will be sent using official school email addresses and should be redacted.

Where staff are concerned about an adult working with children in the school, they will continue to follow the Wiltshire process set out in the allegations flowchart published on www.wiltshirescb.org.uk. In the absence of the headteacher and/or Chair of governors, staff will follow the alternative leadership contact arrangements.

Safeguarding training and induction

Our D/DSLs will continue to keep up to date by reading government guidance and other relevant newsletters eg NSPCC as they are published.

All existing school staff have had safeguarding training and have read Part 1 of Keeping Children Safe in Education (2020), as well as Annex A for those working directly with children. The DSL will communicate with staff any new local arrangements, as appropriate.

The school makes use of the available range of e-learning courses to ensure the D/DSLs and staff training is kept up to date.

Where new staff are recruited, or new volunteers enter our school, 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. We will follow Wiltshire Council advice about safeguarding in relation to visiting staff/volunteers as it is published and updated on Right Choice until further notice.

Prior to arriving at our school visiting staff/volunteers working here on a temporary basis, are emailed a copy of our safeguarding/child protection policy, including confirmation of D/DSL arrangements.

Safer recruitment/volunteers and movement of staff

When recruiting new staff/selecting new volunteers, we will continue to follow the relevant safer recruitment processes for our school, including relevant sections in Part 3 of Keeping Children Safe in Education (2020).

Volunteers who are supporting the work of the school will:

- be properly supported and given appropriate roles
- be subjected to the checking and risk assessment process set out by KCSiE 2020. Under no circumstances will a volunteer who has not been checked be left unsupervised or allowed to work in regulated activity.

We will continue to keep the single central record (SCR) up to date as outlined in in KCSiE and will follow Wiltshire Council advice about safeguarding in relation to the SCR and visiting staff/volunteers as it is published and updated on Right Choice until further notice.

Delivering remote education safely

Where possible, staff only use work-provided devices/platforms/systems.

All staff will:

- consider the approaches that best suit the needs of our pupils and staff eg livestream or pre-record lessons
- ensure there is approval by the DSL for the method used for any online teaching or catch-up sessions with parents and/or children
- conduct online sessions in a neutral area where nothing personal or inappropriate can be seen or heard in the background
- maintain a smart dress code, in clothing appropriate to the role, compliant with professional standards.

Staff follow the guidance set out in the Remote Education Guidance (summarising NSPCC guidance [Live streaming safely](#)) in respect of any live streaming sessions.

Online safety in schools and colleges

During the partial school closure and as children return to the school, we will continue to provide a safe online environment for staff and children. This includes the use of an online filtering system. Where children are using computers in school, appropriate supervision will continue to be in place.

All staff who interact with children, including online, will continue to look out for signs a child may be at risk. Any such concerns will be dealt with as per our Child Protection and Safeguarding Policy and where appropriate referrals will still be made to children's social care and as required, the police. As online teaching continues for children not yet offered a place back at school, will follow the same principles as set out in our Staff Behaviour Policy. We will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements.

Supporting children not in school

We recognise that school is a protective factor for children, and the current circumstances can affect the mental health of pupils and their parents/carers.

We will devise plans to support any child who is vulnerable and not able to attend school for any reason, as well as to support the children as they return to school. Plans will be shared with parents and (social workers where involved) and will be reviewed fortnightly.

Supporting children in school

The Headteacher/manager will ensure that appropriate staff are on site and staff to pupil ratio numbers are appropriate. 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 to limit the risk of spread of Covid-19.

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