

Addendum



COVID-19 School Closure Arrangements for Safeguarding and Child Protection at All Saints Catholic High School

April 2020

CONTEXT

From 20 March 2020 parents/carers were asked to keep their children at home, wherever possible, and for schools to remain open to provide care for a limited number of children; those who are vulnerable and children whose parents/carers are critical to the COVID-19 response and cannot be safely cared for at home. This addendum of All Saints Catholic High School's Safeguarding and Child Protection Policy contains details of our individual safeguarding arrangements.

KEY CONTACTS

Role	Name	'Phone Number	Email Address
Designated Safeguarding Lead (DSL)	Lynne Jackson	07557 258851	ljackson@allsaintschs.org.uk
Deputy Designated Safeguarding Lead	Brian Bradley	07557 260015	bbradley@allsaintschs.org.uk
Headteacher	Tony McGuinness	07557 260149	tmcguinness@allsaintschs.org.uk
Chair of Governors	John Thornhill		jthornhill@allsaintschs.org.uk
School Nurse	Jen Atkinson	07824 821119	jennifer.atkinson@nwbh.nhs.uk
LA Education Safeguarding Officer	Vicki Clements	0151 443 2969 073849 00808	vicki.clements@knowsley.gov.uk
Knowsley MASH		0151 443 2600	knowsleymash@knowsley.gcsx.gov.uk

VULNERABLE CHILDREN

Vulnerable children include those who have a social worker and those with an Education, Health and Care Plan (EHCP).

Those who have a social worker include children who have a Child Protection Plan and those who are looked after by the Local Authority (LA). 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 EHCP will be risk-assessed in consultation with the LA and parents/carers, 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. Many children and young people with an EHCP can safely remain at home.

Eligibility for free school meals alone should not be the determining factor in assessing vulnerability. Senior leaders, especially the DSL (and deputies), know who our most vulnerable children are and they have the flexibility to offer a place to those on the edge of receiving children's social care support.

All Saints' staff will continue to work with and support social workers to help protect vulnerable children. This includes working with and supporting the LA's virtual school head (VSH) for looked-after and previously looked-after children. The lead person for this will be Katie Towler.

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/carer does not want their child to attend school, and their child is considered vulnerable, the social worker and school's DSL will explore the reasons for this directly with the parent/carer. Where parents/carers are concerned about the risk of the child contracting COVID19, the DSL or the social worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England. All Saints Catholic High School will continue to encourage our vulnerable children to attend school.

ATTENDANCE MONITORING

Local authorities and schools do not need to complete their usual day-to-day attendance processes to follow up on non-attendance. School and social workers will agree with parents/carers whether children in need should be attending school; school staff will then follow up on any pupil that we were expecting to attend, who does not. School will also follow up with any parent/carer who has arranged care for their child(ren) and the child(ren) subsequently does not attend.

To support the above, All Saints will confirm with parents/carers that emergency contact numbers are correct and ask for any additional contact numbers where they are available. In all circumstances where a vulnerable child does not take up their place at school, or discontinues, the DSL will notify their social worker.

ALL SAINTS' SAFEGUARDING TEAM

The Safeguarding Team are Lynne Jackson, DSL, Brian Bradley, Assistant Headteacher and Tony McGuinness, Headteacher. A member of the team is available on site at least twice a week; at all other times, they can be contacted via 'phone or conference call whilst working from home. In addition, a senior leader is on site on all other days and will assume responsibility for coordinating safeguarding in the absence of a member of the Safeguarding Team.

The headteacher will share the staffing rota a week in advance, so all staff are aware of when a member of the Safeguarding Team is on site or who the senior leader is who will assume responsibility in their absence. The DSL will continue to engage with social workers and contribute to all multi-agency meetings, which can be done remotely.

REPORTING A CONCERN

Where staff have a concern about a child, they should continue to follow the process outlined in the school's Safeguarding and Child Protection Policy and Procedures; 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.

If staff believe that a child is at **immediate risk of harm**, then they should contact a member of the Safeguarding Team using the 'phone numbers in the 'Key Contacts' section of this document. In an emergency or if they need to, anyone can make a referral to Knowsley Multi-Agency Safeguarding Hub (MASH) on 0151 443 2600.

Where staff are concerned about an adult working with children in the school, they should report the concern to the headteacher. This should be done verbally initially and then followed up by a report via CPOMS. Concerns about the headteacher should be directed to John Thornhill, Chair of Governors, via email - jthornhill@allsaintschs.org.uk.

SAFEGUARDING TRAINING AND INDUCTION

DSL training is very unlikely to take place whilst the threat of the COVID-19 virus remains. 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 Saints' DSL due September 2020 and Deputy DSL due February 2022).

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

Where new staff are recruited and enter All Saints Catholic 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 All Saints, the Department for Education's supplementary guidance on safeguarding children during the COVID-19 pandemic will be taken into account and portability will be accepted, 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 school's Safeguarding and Child Protection Policy and Procedures, 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, All Saints will continue to follow the school's Safer Recruitment Policy and relevant sections of Part 3 of *KCSIE 2019*.

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 volunteers are utilised, All Saints will continue to follow the checking and risk assessment process as set out in paragraphs 167 to 172 of *KCSIE 2019*. Under no circumstances will a volunteer who has not been checked be left unsupervised or allowed to work in regulated activity.

All Saints will continue to follow the legal duty to refer anyone who has harmed or poses a risk of harm to a child to the DBS. Full details can be found in paragraph 163 of *KCSIE 2019*. All Saints will also continue to consider and make referrals to the Teaching Regulation Agency (TRA) as per paragraph 166 of *KCSIE 2019* and the TRA's '*Teacher Misconduct*' guidance 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 schools are aware of which staff/volunteers will be in the school on any given day, and that appropriate checks have been carried out, especially for anyone engaging in regulated activity. As such, All Saints will continue to keep the Single Central Record (SCR) up-to-date as outlined in paragraphs 148 to 156 of *KCSIE 2019*.

ONLINE SAFETY IN SCHOOLS

All Saints Catholic 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.

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 school's Safeguarding and Child Protection Policy and Procedures and where appropriate, referrals should still be made to children's social care (CSC) and the police, as required.

Any staff communicating with pupils online should follow the same principles as set out in the Staff Code of Conduct; language must remain professional and appropriate at all times. Any video communication with pupils should be pre-recorded and posted on Google Classroom as per guidance from the school's I.T Service Manager.

Staff in regular contact with parents/carers should use this opportunity to reinforce the importance of children being safe online. Further support for parents and carers about online safety can be found at:

- [Internet matters](#) - for support for parents and carers to keep their children safe online
- [London Grid for Learning](#) - for support for parents and carers to keep their children safe online
- [Net-aware](#) - for support for parents and carers from the NSPCC
- [Parent info](#) - for support for parents and carers to keep their children safe online
- [Thinkuknow](#) - for advice from the National Crime Agency to stay safe online
- [UK Safer Internet Centre](#) - advice for parents and carers

SUPPORTING CHILDREN NOT IN SCHOOL

All Saints Catholic High School is committed to ensuring the safety and well-being of all its pupils. Where the Safeguarding and Year Teams have identified a child to be on the edge of social care support or somebody who would normally receive pastoral-type support in school, a robust communication plan is in place for that child. Details of this plan are communicated with key staff and may include remote contact, 'phone contact or door-step visits. A record of every contact is kept. The Safeguarding Team at All Saints will work closely with all stakeholders to maximise the effectiveness of the communication plan. This plan will be reviewed weekly and where concerns arise, the DSL will consider any referrals as appropriate. The school will also share safeguarding messages on its website and social media pages.

All Saints recognises that school is a protective factor for children and young people and that the current circumstances can affect the mental health of pupils and their parents/carers. Teachers need to be aware of this in setting expectations of pupils' work where they are at home.

SUPPORTING CHILDREN IN SCHOOL

All Saints Catholic High School will continue to be a safe space for those children who attend. The headteacher will ensure that appropriate staff are on site and staff to pupil ratio numbers are appropriate, in order to maximise safety. If there are any concerns about the impact of staff absence, the headteacher will discuss this with the LA. School will also adhere 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.

Staff will continue to ensure that appropriate support is in place for the children of key workers and vulnerable pupils whilst they are on school site. This will be bespoke to each child's needs and any concerns will be recorded on CPOMS.

PEER ON PEER ABUSE

All Saints Catholic High School recognises that during the closure a revised process may be required for managing any report of such abuse and supporting victims. Where school receives a report of peer on peer abuse, staff will follow the principles as set out in Part 5 of *KCSIE 2019* and those outlined in the school's Safeguarding and Child Protection Policy and Procedures. 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 pupil. Concerns and actions will be recorded on CPOMS and appropriate referrals made.