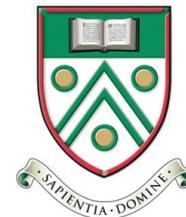


Langley Grammar School

Safeguarding and Child Protection Policy Addendum (Coronavirus)



March 2020

From 20 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 to the Langley Grammar School Safeguarding and Child Protection policy contains details of our safeguarding arrangements over the closure period.

1. Key contacts

Role	Name	Email/contact number
Designated Safeguarding Lead	Simon Cook	simoncook@lgs.slough.sch.uk
Deputy DSL	Zarine Burns	zarineburns@lgs.slough.sch.uk
Deputy DSL	Helena Makowski	helenamakowski@lgs.slough.sch.uk
Headteacher	John Constable	johnconstable@lgs.slough.sch.uk
SCST	Front Door	01753 875362 Out of hours: 01344 786543
LADO	Nicola Johnstone	nicola.johnstone@scstrust.co.uk 07885828387
Virtual Headteacher	Anne Bunce	Anne.Bunce@scstrust.co.uk

2. 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.

Langley Grammar School 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 and

the Local Authority virtual school head (VSH) for looked-after and previously looked-after children. The Designated Teacher is Simon Cook.

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 does not want to bring their child to an education setting, and their child is considered vulnerable, the social worker and school will explore the reasons for this directly with the parent.

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

Where appropriate, Langley Grammar School will offer their vulnerable children a place at school.

3. Attendance monitoring

In the event of the school remaining partially open, the usual day-to-day attendance processes to follow up on non-attendance will not need to be followed. The school and social workers will agree with parents/carers whether children in need should be attending school – the school will then follow up on any student that they were expecting to attend, who does not. The 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.

To support the above, the school 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, the school will notify their social worker.

4. Designated Safeguarding Lead

The Designated Safeguarding Lead is **Simon Cook**.
The Deputy Designated Safeguarding Leads are **Zarine Burns** and **Helena Makowski**.

Where the school remains open during the closure period, 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 member of SLT will assume responsibility for co-ordinating safeguarding on site. This will include liaising with the offsite DSL (or deputy) if a safeguarding concern is raised in school. On each day staff on site will be made aware of 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 may be done remotely.

5. Reporting a concern

Where staff have a concern about a child, they should continue to follow the process outlined in the school's Child Protection and Safeguarding policy, by adding an incident via CPOMS, which can be done remotely. In the unlikely event that a member of staff cannot access their CPOMS from home, they should email the Designated Safeguarding Lead or a Deputy Designated Safeguarding Lead. This will ensure that the concern is received. Staff are reminded of the need to report any concern immediately and without delay.

6. 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 school – if it remains open, they will continue to be provided with a safeguarding induction.

If staff are deployed from another education or children's workforce setting to the school, the school 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 school's child protection policy, confirmation of local processes and DSL arrangements.

7. 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 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.

The 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 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, and that appropriate checks have been carried out, especially for anyone engaging in regulated activity. As such, the school will continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE.

8. 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 that a child may be at risk.

Any such concerns should be dealt with as outlined in the school's Safeguarding and Child Protection policy; staff should CPOM any concerns. The safeguarding team will then deal with the matter. This may involve making a referral to Children's Services or informing the police.

If staff have reason to believe that a student may be at significant risk, they can contact a member of the safeguarding team by phone. If they cannot get a reply, they should refer the concern to the police direct - via 999 (in this instance the case should still be added to CPOMS so that the safeguarding team are informed and can pick up the case).

9. Online safety in school

If the school remains open, it will continue to provide a safe environment, including online. This includes the use of an online filtering system (Smoothwall). Where students are using computers in school, appropriate supervision will be in place.

10. Online teaching via webcam/video – streaming apps etc

During the closure period, distance learning is being delivered through a variety of platforms to provide continuity of education. This may involve some limited use of direct instruction or tutorial support by video.

Staff are provided with clear guidelines for using the technology in these situations, which includes:

- No 1:1s, groups only.
- Staff and children must wear suitable clothing, as should anyone else in the household likely to be visible at any stage.
- Any computers used should be in appropriate areas, for example, not in bedrooms; and if possible the background should be blurred.
- Where possible, the live class should be recorded so that if any issues were to arise, the video can be reviewed.
- Live classes should be kept short so that families can structure their day without undue pressure for children to be actively online.
- Language must be professional and appropriate.
- Staff should record the time, date, length and attendance for any sessions held.

11. Supporting children not in school

The school is committed to ensuring the safety and wellbeing of all its students. Where the DSL/DDSLs have identified any students 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 plan is in place for such students.

Information and helpful resources on wellbeing and staying safe will be communicated regularly during the closure period.

The communication plans can include: the Headteacher's newsletter, email contact, phone contact or, if deemed necessary and safe, doorstep visits.

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

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

The school recognises that it provides a protective factor for students. The current circumstances, can affect the mental health of students and their parents/carers. Teaching staff need to be aware of this when setting expectations of students' work where they are at home.

12. Peer on Peer Abuse

The 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 principle outlined in the school's Safeguarding Child Protection Policy. Concerns and actions must be recorded on CPOMS and where appropriate, referrals made.

13. Approval, monitoring and review

This policy addendum is based on models supplied by the Department for Education and Slough Borough Council.

This policy addendum has been approved by the Headteacher following consultation with the Designated Safeguarding Lead. The Governing Board has been notified and will monitor implementation through its normal procedures.

All staff will be sent this policy addendum to read and will be asked to email confirming they have read and understood the content.

This policy addendum will remain in force for the duration of the school closure period. It will be reviewed no later than 30th June 2020, or at any time due if there are changes to the guidance from the Department for Education.