

# **COVID-19 school closure arrangements for Safeguarding and Child Protection at Derby High School**

**School Name: Derby High School**

**Policy owner: DSL**

**Date: 30<sup>th</sup> March Updated 15<sup>th</sup> January 2021**

**Date shared with staff: 7<sup>th</sup> April – January 2021**

## **1. Context**

From 5<sup>th</sup> January 2021 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. The only exception to this was the Nursery, which can remain open at this time. 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.

All children who return to school should be following the government guidance and social distancing measures as far as is possible. DHS is committed to the safety and wellbeing of our community and has considered all of this guidance before opening with strict conditions and procedures in place. The risk assessment is available on the website.

This addendum of the Derby High School Safeguarding and Child Protection policy contains details of our individual safeguarding arrangements in the following areas:

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## **Key contacts – as found in main policy**

### **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.

Senior leaders, especially the Designated Safeguarding Lead (and deputy) know who our most vulnerable children are. They have the flexibility to offer a place to those on the edge of receiving children’s social care support. Sometimes places are offered and not accepted. In these cases, the school will continue to work with the families and the offer of a place remains open.

Derby High 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 for looked-after and previously looked-after children. The lead person for this will be the DSL.

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 increased 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 Derby High School will explore the reasons for this directly with the parent and come to a suitable compromise which will be monitored and reviewed regularly. The relevant social worker will be informed and consulted.

Where parents are concerned about the risk of the child contracting COVID19, Derby High School 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. However, we will continue to monitor absence in the usual way in order to ensure full participation in remote learning as well as to monitor the wellbeing of vulnerable children and their families.

If Derby High School has any 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 has closed, we will complete the return once as requested by the DfE.

Derby High School and social workers will agree with parents/carers whether children in need should be attending school – the member of staff on duty will then follow up on any pupil that they were expecting to attend, who does not. We 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, Derby High School will, when communicating with parents/carers, confirm emergency contact numbers are correct and ask for any additional emergency contact numbers where they are available.

### **Contacting the DSL during this period**

The optimal scenario is to have a trained DSL (or deputy) available on site. Both The Head and Deputy are Safeguarding trained. Where this is not the case a trained DSL (or deputy) will be available to be contacted via email and then phone should it be necessary- for example when working from home. Please contact the DSL via

phone or email should you have any concerns. This concern will be dealt with as a matter of urgency.

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 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.

Should a safeguarding body call to speak to the DSL, their contact details should be passed on immediately (phone or email) so that this matter can be followed up immediately.

### **Reporting a concern**

Where staff have a concern about a child, they should continue to follow the process outlined in the school Safeguarding Policy, contacting the DSL about the referral via email initially.

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.

Concerns around the Headteacher should be directed to the Chair of Governors, Mrs J Bullivant (email in main policy)

### **Safeguarding Training and induction**

DSL training is very unlikely to take place 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 (2020). 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 Derby 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 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

Upon arrival, they will be given a copy of the receiving setting's child protection policy, 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, Derby High 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 (2020) (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

Where Derby High School are utilising 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.

Derby 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.

Derby 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](mailto: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, Derby 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**

Derby High School will continue to provide a safe environment, including online. This includes the use of an online filtering system. All work will be set and marked using Microsoft Teams.

Where students are using computers in school, appropriate supervision will be in place. Impero may be used to monitor students' online activity when they are in school.

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

Online teaching should follow the same principles as set out in the staff code of conduct.

Derby High School will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements.

Staff are now teaching live lessons via Teams. A code of conduct and remote learning policy have been shared in order to instruct staff on measures to put in place to protect themselves and their students.

### **Supporting children not in school**

Derby High School is committed to ensuring the safety and wellbeing of all its Children and Young people.

Where the DSL or pastoral leader has identified a child 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 that child or young person. The DSL and Heads of Key Stage will meet fortnightly to discuss and review these students and will communicate via email or calls as is necessary between times.

Individualised contact methods will be considered and recorded.

The school will share safeguarding messages on its website, in the weekly highnotes and on its social media pages.

Derby 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 at Derby High School need to be aware of this in setting expectations of pupils' work where they are at home.

### **Supporting children in school**

Derby High School is committed to ensuring the safety and wellbeing of all its students and staff. The staff code of conduct and remote learning policy clearly outlines the manner in which staff should communicate with students online. Should any updates be necessary, they will be given as and when required.

Derby 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. All staff on site will have received training on this guidance.

Derby 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.

Derby 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.

We are aware that the return to school may cause anxiety for some students and staff. Staff are aware of the signs to watch for and will be alerting pastoral leaders accordingly. Close communication with parents will also be important in this case.

### **Peer on Peer Abuse**

Derby 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 Child Protection 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 the pastoral overview and appropriate referrals made.