

ADDENDUM TO CHILD PROTECTION POLICY:

COVID-19
SCHOOL CLOSURE ARRANGEMENTS
FOR CHILD PROTECTION AT
CAMS HILL SCHOOL



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Context

From 20th March 2020 parents and carers 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 Cams Hill School Child Protection Policy contains details of our individual safeguarding arrangements in the following areas.

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Key Contacts during COVID-19 School Closure

Role	Name	Contact number	Email
Designated Safeguarding Leads	Aly Potts and Sara Brooker	07741 197899 07780 613986	apotts@camshill.com sbrooker@camshill.com dsl@camshill.com
Deputy Designated Safeguarding Leads	Jorden Anderson and Tanya Noble		janderson@camshill.com tnoble@camshill.com
Headteacher	Gwennan Harrison-Jones	07833 251254	headteacher@camshill.com
Chair of Governors	Ann Williams	07746 123758	gwilliams@camshill.com
Safeguarding Governor	Ann Williams	07746 123758	gwilliams@camshill.com
Local Authority Virtual School Head	Hampshire: Anwen Foy Portsmouth: Tina Henley		anwen.foy@hants.gov.uk Tina.Henley@portsmouthcc.gov.uk

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 Plans (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. 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 Local Authority 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. This could include, if necessary, carers, therapists or clinicians visiting the home to provide any essential services. Many children and young people with an EHCP can safely remain at home.

Eligibility for free school meals in itself should not be the determining factor in assessing vulnerability.

Senior leaders, especially the Designated Safeguarding Leads, know who the most vulnerable children are. They have the flexibility to offer a place to those on the edge of receiving children's social care support.

Cams Hill School will continue to work with and support 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. Andy Haines (SENDCo and Designated Teacher) and Fay Axelsen (Designated Teacher) are the leads for this.

Vulnerable children who have a social worker may attend an education setting, so long as they do not have underlying health conditions that put them at increased risk and it is not safe for them to be cared for at home. In circumstances where a parent/carer does not want to bring their child to an education setting, and their child is considered vulnerable, the social worker and Cams Hill School will explore the reasons for this directly with the parent/carer.

Where parents/carers are concerned about the risk of the child contracting COVID-19, either a representative of Cams Hill School or the social worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England.

Cams Hill School will encourage identified vulnerable children and young people, where appropriate, to attend the school, including remotely if needed.

For those pupils in care, the school will also liaise with the Virtual School to ensure a productive education is being undertaken.

We have in place secure safeguarding measures. All pupils at Cams Hill School will have a RAB rating (RED = High Risk, AMBER = Medium Risk, Blue = No current risk), based on welfare and safeguarding needs. This document, Safeguarding and Communication Plan, is essential in the smooth running of procedure and policy throughout this difficult time. It identifies vulnerable pupils, e.g. those pupils who are in care, have an EHCP, are subject to an existing welfare plan (Child Protection/Child in Need), those with social workers and those who we monitor internally as part of our Safeguarding Monitoring List.

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.

When Cams Hill School has children in attendance (e.g. because they are vulnerable or their parent(s)/carers are critical workers), this information will be submitted to the DfE by 12 noon, using the daily attendance sheet - <https://www.gov.uk/government/publications/coronavirus-covid-19-attendance-recording-for-educational-settings>

Cams Hill School and social workers will agree with parents/carers whether children-in-need should be attending school – Cams Hill School will then follow up on any pupil who was expected to attend and does not. Cams Hill 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, Cams Hill 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.

In all circumstances, where a vulnerable child does not take up their place at school, or discontinues their place, Cams Hill School will notify their social worker where applicable.

Designated Safeguarding Lead

Cams Hill School has a team of Designated Safeguarding Leads (DSL).

The Designated Safeguarding Leads are: Sara Brooker and Aly Potts.

The Deputy Designated Safeguarding Leads are: Pippa Newman, Jordan Anderson, Tanya Noble, Andy Haines, Jayne Hale, Jenny Lawrence and Ian Hudson.

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.

Cams Hill Key Worker School has a DSL on site every day. However, 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 the child protection online management system, Safeguard my School, 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 Cams Hill School staff and volunteers have access to a trained DSL (or Deputy). On each day, the staff on site will be made aware of who that person is and how to contact them.

The DSL will continue to engage with social workers and attend all multi-agency meetings, which can be done remotely.

Child Protection Policy

We will review our practices/policy to best meet this changing situation. This will be reviewed in line with Government guidance and local safeguarding advice.

Staff to be mindful of the following whilst pupils are not in school and in lock down:

- Domestic Abuse (predicted increase and exposure during isolation)
- Neglect and Abuse (increase where it already exists)
- Criminal/Sexual Exploitation (including online)
- Crime & Anti-Social Behaviour (involved/victim of)
- Online bullying, grooming and cyber risks (increase in screen time)

We also need to recognise that social distancing/disconnection and lock-down isolation could have a significant effect on young people's mental health and well-being, and/or that of other family members, which could also impact on them.

Reporting a Concern

Where staff have a concern about a child, they should continue to follow the process outlined in the school's Safeguarding Policy, this includes making a report via Safeguard my School and sending a backup email to Sara Brooker and Aly Potts, which can be done remotely.

In the unlikely event that a member of staff cannot access Safeguard my School from home, they should email the Designated Safeguarding Leads, Sara Brooker and Aly Potts. This will ensure that the concern is received.

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 must report the concern to the Headteacher. If there is a requirement to make a notification to the Headteacher whilst away from school, this should be done verbally on the telephone, followed up with an email to the Headteacher.

Concerns around the Headteacher should be directed to the Chair of Governors, Ann Williams at gwilliams@camshill.com.

Concerns for the Safety and Welfare of a Child

If any member of staff is concerned about a child, he or she must inform the safeguarding team IMMEDIATELY.

This can be done via email: dsl@camshill.com

or by calling Sara Brooker: 07780613986

or Aly Potts: 07741197899

In the event that contact with the team cannot be made, staff are expected to refer directly to Children's Social Care (and the police if appropriate) if there is the potential for immediate significant harm.

Phone: 0300 555 1384

Out of hours: 0300 555 1373

IF YOU KNOW A CHILD TO BE IN IMMEDIATE RISK OF DANGER CALL 999

Safeguarding Training and Induction

DSL training is very unlikely to take place whilst there remains a threat of the COVID-19 virus and whilst the school remains closed.

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 or if it is unavailable.

All existing school staff have had Safeguarding training and have read Part 1 of Keeping Children Safe in Education (2019). The DSL will 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 Cams Hill School, they will 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 Cams Hill School'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, Cams Hill 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.

Where Cams Hill 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 be allowed to work in regulated activity.

Cams Hill 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.

Cams Hill 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 or college, and that appropriate checks have been carried out, especially for anyone engaging in regulated activity. As such, Cams Hill 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

Cams Hill School will continue to provide a safe environment, including online. This includes the use of an online filtering system.

Where pupils are using computers in school, appropriate supervision will be in place.

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.

Cams Hill School 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

Cams Hill School is committed to ensuring the safety and wellbeing of all its children and young people.

Where the DSL 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. This is detailed on the COVID-19 Safeguarding Plan which is located in the COVID-19 file in Teams.

Details of these communication plans must be recorded by the link member of staff identified by the DSLs in the Covid-19 file in Teams, as should a record of any contact that has been made with parents/carers/other agencies.

The communication plans can include: remote contact, phone contact, door-step visits. Other individualised contact methods should be considered and recorded.

Cams Hill School and its DSLs will work closely with all stakeholders to maximise the effectiveness of any communication plan.

This plan must be reviewed regularly (at least once a fortnight, once a week for pupils identified in the RED category) and, where concerns arise, the DSL will consider any referrals as appropriate.

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

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

Supporting Children in School

Cams Hill School is committed to ensuring the safety and wellbeing of all its pupils.

Cams Hill 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.

Cams Hill 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 COVID-19.

Cams Hill 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 based on the need of the individual.

Where Cams Hill School has concerns about the impact of staff absence whilst pupils are on site – such as our Designated Safeguarding Leads or First Aiders being ill or unable to fulfil their role – we will discuss them immediately with the Headteacher.

Mental Health

Negative experiences and distressing life events, such as the current circumstances, can affect the mental health of pupils and their parents/carers. Teachers should be aware of this in setting expectations of pupils' work where they are at home. Support for pupils will be continued via phone calls and or emails from the Year Teams and the wider pastoral team.

Peer on Peer Abuse

Cams Hill 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 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 Safeguard my School and be followed up in an email to the DSLs, Sara Brooker and Aly Potts, and any appropriate referrals made.