

Lady Margaret Primary School



Where children come FIRST

Annex to Child Protection Policy Covid-19

Approved by:	Full Governing Body	Date: 30 th April 2020
Last reviewed on:	April 2020	
Next review due by:	April 2022	
Signed by:		

Annex to Child Protection Policy

COVID-19 changes to our Child Protection Policy

3rd April 2020

Response to COVID-19

There have been significant changes within our setting in response to the outbreak. Many young people are now at home and staffing is likely to be significantly affected through illness and self-isolation.

Despite the changes, the school's Child Protection Policy is fundamentally the same: **children and young people always come first, staff should respond robustly to safeguarding concerns and contact the DSL in line with our established safeguarding procedure.**

This annex sets out some of the adjustments we are making in line with the changed arrangements in the school and following advice from government and local agencies.

The current school position and local advice

As per Government advice, most school-based education provision will cease for the majority of pupils from Monday 23 March 2020. The government has asked parents to keep their children at home, wherever possible, and have asked schools to remain open only for those children who absolutely need to attend. Every child who can be safely cared for at home should be.

In Ealing, the majority of mainstream schools (and settings including children's centres) will remain partially open for vulnerable children and for children of key workers where required. Lady Margaret Primary School is operating at normal hours for key worker, vulnerable and ECHP children. Read more about [maintaining educational provision and key workers \(GOV.UK\) \(link is external\)](#).

If Lady Margaret Primary School is unable to remain open for any reason e.g. staff absence due to COVID 19, Gary Redhead at the local authority gredhead@ealing.gov.uk (link sends e-mail) must be contacted.

Reporting arrangements

The school arrangements continue in line with our child protection policy.

The Designated Safeguarding Lead is: Liane Simpson l.simpson@ladymargaret.ealing.sch.uk or safeguarding@ladymargaret.ealing.sch.uk 07851960910

The Deputy DSLs are: Pav Bal, p.bal@ladymargaret.ealing.sch.uk,

Ellie Hodgkinson: e.hodgkinson@ladymargaret.ealing.sch.uk,

Tracey Byrne: t.byrne@ladymargaret.ealing.sch.uk and

Alison Towers: a.towers@ladymargaret.ealing.sch.uk.

The school's approach ensures the DSL or a deputy is always on site while the school is open. In the unusual circumstance this is not possible the DSL or Deputy DSL will be contactable and the Headteacher or a member of the Senior Leadership Team will email all staff by 9am to advise they are acting in an on-site safeguarding role together with contact details for the DSL or Deputy DSL.

Staff will continue to follow the Child Protection procedure and advise the safeguarding leads immediately about concerns they have about any child, whether in school or not. COVID-19 means a need for increased vigilance due to the pressures on services, families and young people, rather than a reduction in our standards.

Children's services may be affected by the impact of the virus on staff and an increased demand for services. Where a child is at risk of significant harm there may be a need to be persistent in referring concerns to the local authority. The arrangements for contacting children's services are contact ECIRs on: 020 8566 6486

Should a child in the school's view be at risk of significant harm and local agencies are not able to respond, the school will immediately follow the safeguarding children partnership escalation procedure, available here: Make a referral to children's social care and/or the police **immediately** if a child is in immediate danger or at risk of harm. **Anyone can make a referral.**

Tell the DSL as soon as possible if you make a referral directly.

We use the ECIRS service to gain advice for making referrals.

A telephone query which advises a referral is always followed up immediately with an e mailed referral.

This is passed to the duty team who will then decide the next action to take.

Parents are informed of referrals by the Safeguarding lead, unless the concern would be dangerous for the child or in cases of sexual abuse.

This can also be used to report abuse:

<https://www.gov.uk/report-child-abuse-to-local-council>

Identifying vulnerability

We have undertaken a scoping exercise to identify the most vulnerable children. This includes children who have involvement from social care, children who may be affected by declining financial stability, children who have poor attendance, families with previous history of working with social care and pupils who are classified as having EHCP plans.

We have put in place specific arrangements in respect of the following groups:

- Looked After Children – N/A at this time.
- Previously Looked After Children – N/A at this time.
- Children subject to a child protection plan – The DSL keeps in touch with these families weekly and has regularly correspondence with social workers via email and phone.

- Children who have, or have previously had, a social worker – A list of these pupils has been created and the SLT share the responsibility of calling these families regularly (at least 1 every two weeks). There is an expectation that children with a social worker **must** attend school (or another school by arrangement), unless in consultation with the child's social worker and family it is agreed this is not in the best interests of the child.
- Children with an EHCP – The SENco keeps in touch with these families weekly via telephone.
- Children on the edge of social care involvement or pending allocation of a social worker – The status of these families is monitored weekly by SLT. Where required these children will be offered a place at school (or another school by arrangement).
- Other children the school considers vulnerable. More children may be added to this group in response to concerns raised with the DSL. These children can be offered care at school if required.

Each of these children has an individual plan which has been shared with other agencies involved in their care, including where appropriate their social worker and the Virtual School Head for Looked After and previously Looked After Children.

In addition, the following groups have specific arrangements around contact and support from the school.

- Children of key workers who may attend school – The SLT keep a list of these pupils along with contact details and medical information.
- Children at home – Class teachers will keep in touch with these children through the online system j2e and also by phoning families every 3 weeks.

The plans in respect of each child in these groups should state how often they are to be reviewed.

Holiday arrangements

We will continue to offer places for key worker, EHCP and vulnerable children throughout the Easter holidays and May half term, if required.

Attendance

The school is following the attendance guidance issued by government. Where a child is expected and does not arrive the school will follow our attendance procedure and make contact with the family. If contact is not possible by 9:30am the DSL must be informed. The DSL will attempt a range of methods to contact the parent (Skype, FaceTime, through a relative etc) but if necessary arrange a home visit by the school or another appropriate agency. A risk assessment will be undertaken to consider manage the implications of COVID-19 alongside other risks perceived to the child. The risk of COVID-19 **does not override** the duty on the school to ensure children and young people are safe.

The school will also follow the attendance procedure if contact proves impossible with children at home by following the steps above.

Staff will be aware of increased risk

The pressures on children and their families at this time are significant. There will be heightened awareness of family pressures through being contained in a small area, poverty, and financial or health anxiety. These areas should be considered in the setting of any work for children to undertake at home (including recognising the impact of online learning – see below). Staff will be aware of the mental health of both children and their parents and carers, informing the DSL about any concerns.

Peer on peer abuse

We recognise the potential for abuse to go on between young people, especially in the context of a school closure or partial closure. Our staff will remain vigilant to the signs of peer-on-peer abuse, including those between young people who are not currently attending our provision. Extra care should be taken where groups have mixed age, developmental stages, are attending other schools as an interim measure and similar. When making contact with these families our staff will ask about relationships between learners.

We also address the issue of peer-on-peer abuse in our remote learning curriculum. E-safety lessons have been added to our online learning platform and we have created a well-being and safeguarding section of our website. This sections provides parents and children with advice and information to some key websites.

Risk online

Young people will be using the internet more during this period. The school may also use online approaches to deliver training or support. Staff will be aware of the signs and signals of cyberbullying and other risks online and apply the same child-centred safeguarding practices as when children were learning at the school.

- The school continues to ensure appropriate filters and monitors are in place
- Our governing body will review arrangements to ensure they remain appropriate
- The school has taken on board guidance from the UK Safer Internet Centre on safe remote learning and guidance for safer working practice from the Safer Recruitment Consortium. We have reviewed the code of conduct and information sharing policy accordingly.
- Staff have discussed the risk that professional boundaries could slip during this exceptional period and been reminded of the school's code of conduct and importance of using school systems to communicate with children and their families.
- Staff will not be delivering live streaming sessions.
- Children and young people accessing remote learning receive guidance on keeping safe online and know how to raise concerns with the school, Childline, the UK Safer Internet Centre and CEOP. This information has been added to the school website

under the well-being and safeguarding section. Children will also be reminded through regular e-safety lessons through j2e.

- Parents and carers have received information about keeping children safe online with peers, the school, other education offers they may access and the wider internet community. We have set out the school's approach, including the sites children will be asked to access and set out who from the school (if anyone) their child is going to be interacting with online. Parents have been offered the following links:
 - [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 careers 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

- Free additional support for staff in responding to online safety issues can be accessed from the Professionals Online Safety Helpline at the UK Safer Internet Centre.

Allegations or concerns about staff

With such different arrangements young people could be at greater risk of abuse from staff or volunteers. We remind all staff to maintain the view that 'it could happen here' and to immediately report any concern, no matter how small, to the safeguarding team.

Any staff or volunteers from outside our setting will complete an induction to ensure they are aware of the risks and know how to take action if they are concerned.

We have confirmed the arrangements to contact the LADO at the local authority remain unchanged

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020 8825 8930

If necessary, the school will continue to follow the duty to refer to DBS any adult who has harmed or poses a risk of harm to a child or vulnerable adult, and to the Teacher Regulation Agency in line with paragraph 166 of Keeping Children Safe in Education 2019 using the address Misconduct.Teacher@education.gov.uk.

New staff or volunteers

New starters must have an induction before starting or on their first morning with the DSL or a deputy. They must read the school child protection policy, the behaviour policy, the whistleblowing policy and the code of conduct. The DSL or deputy will ensure new recruits

know who to contact if worried about a child and ensure the new starters are familiar with the child protection procedure.

If staff or volunteers are transferring in from other registered education or childcare settings for a temporary period to support the care of children, we will seek evidence from their setting that:

- the member of staff has completed relevant safeguarding training in line with other similar staff or volunteers,
- they have read Part I and Annex A of Keeping Children Safe in Education, and
- where the role involves regulated activity and the appropriate DBS check has been undertaken by that setting we will undertake a written risk assessment to determine whether a new DBS would need to be undertaken. It may be in these exceptional times we can rely on the DBS undertaken by their setting.

Our child protection procedures hold strong:

- Volunteers may not be left unsupervised with children until suitable checks have been undertaken. People supervising volunteers must be themselves in regulated activity, able to provide regular, day to day supervision and reasonable in all circumstances to protect the children.
- The school will undertake a written risk assessment on the specific role of each volunteer to decide whether to obtain an enhanced DBS check (with barred list information) for all staff and volunteers new to working in regulated activity in line with DBS guidance.
- When undertaking ID checks on documents for the DBS it is reasonable to initially check these documents online through a live video link and to accept scanned images of documents for the purpose of applying for the check. The actual documents will then be checked against the scanned images when the employee or volunteer arrives for their first day.
- The school will update the Single Central Record
- Of all staff and volunteers working in the school, including those from other settings. This will include the risk assessment around the DBS. A record will be kept by Amanda Hancock who is working in the school each day.

New children at the school

Where children join our school from other settings we will require confirmation from the DSL whether they have a Safeguarding File or SEN statement/EHCP. This file must be provided securely **before** the child begins at our school and a call made from our DSL or a deputy to the placing school's DSL to discuss how best to keep the child safe. In some unusual circumstance this may not be possible. Information provided must include contact details for any appointed social worker and where relevant for the Virtual School Head. Safeguarding information about children placed in our school will be recorded on our safeguarding system, will be securely copied to the placing school DSL and will be securely returned to the placing

school on completion of the child's placement with us so there is a continuous safeguarding record for the child.

The DSL will undertake a risk assessment in respect of any new information received, considering how risks will be managed and which staff need to know about the information. This will be recorded on our safeguarding recording system.

This policy has been remotely approved by Governors on [date] and is available on the school website at [link](#)