



Children's



Endeavour



Trust

COVID-19 arrangements for Child Protection and Safeguarding

(Child Protection and Safeguarding Policy Addendum)

The Children's Endeavour Trust comprises of:

- Abbot's Hall Community Primary School
- Bosmere Community Primary School
- Broke Hall Community Primary School
- Chilton Community Primary School
- Combs Ford Primary School
- Freeman Community Primary School
- Springfield Junior School

Document Control

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1. Context

From 20th 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 of the Children's Endeavour Trust's Child Protection and Safeguarding Policy contains details of our individual safeguarding arrangements related to this.

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.

Senior leaders, especially the Designated Safeguarding Lead (and alternates) 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 so 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 lead people for this will be the Designated Safeguarding Leads.

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 or if the schools and social workers are satisfied that the pupils are safe at home. 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 schools will explore the reasons for this directly with the parent.

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

3. 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.

The schools and social workers will agree with parents/carers whether children in need should be attending school – schools will then follow up on any pupil that they were expecting to attend, and who does not. The schools 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 schools 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, schools will notify their social worker. Schools will keep logs of actions taken to support vulnerable children.

4. Designated Safeguarding Leads

Children's Endeavour Trust Primary School have Designated Safeguarding Leads (DSL) and alternates (ADSLs). **They are detailed in appendix 1.**

The optimal scenario is to have a trained DSL (or alternate) available on site. Where this is not the case a trained DSL (or alternate) will be available to be contacted via phone or online video - for example when working from home. Where a trained DSL (or alternate) 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 child files and liaising with the offsite DSL (or alternate) 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.

It is important that all school staff have access to a trained DSL (or alternate). On each day staff on site will be made aware of that person is and how to speak to them.

The DSL (or ADSL) will continue to engage with social workers, and attend all multi-agency meetings, which can 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 Safeguarding Policy. If working on site, they should complete a record of Safeguarding Concern and pass it to the DSL or alternate. If working from home, they should call the Designated Safeguarding Lead or alternate and then follow up with an email. 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 should 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 and followed up with an email to the headteacher.

Concerns around the Headteachers should be directed to the Chief Executive Officer, Daniel Jones. The Trust will continue to offer support in the process of managing allegations.

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 alternate) who has been trained will continue to be classed as a trained DSL (or alternate) 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 schools/Trust, 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

For movement within the Trust, schools should seek assurance from the headteachers or CEO that the member of staff has received appropriate safeguarding training.

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.

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 schools/Trust 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 the schools 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.

Children's Endeavour Trust 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 schools/Trust 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.

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, we will continue to keep the single central records (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE.

8. Online safety in school

The schools 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.

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

10. Staff and online safeguarding

Staff should follow the school's Online Safeguarding Policy, Staff Acceptable Use Policy and the Staff Code of Conduct when interacting with children online.

The year group home learning email addresses are the only point of contact for teachers with children/parents. These email addresses are monitored by the whole year group team and senior leaders. Staff should ensure that communication with children/parents via this channel is professional at all times. Staff should not participate in any other form of communication online (eg video links, webcams, social media etc)

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

11. Supporting children not in school

The schools are committed to ensuring the safety and wellbeing of all its children.

Where the DSLs/ADSLs/ Family Liaison Officers/Family Support Workers have 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.

Details of this plan must be recorded, as should a record of contact have made.

The communication plans can include; remote contact, phone contact, door-step visits. Other individualised contact methods should be considered and recorded. The schools and its DSLs/ADSLs/ Family Liaison Officers/Family Support Workers 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) and where concerns arise, the DSL will consider any referrals as appropriate.

The schools will share safeguarding messages on its website and in communications with parents.

The schools recognise 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 the schools need to be aware of this in setting expectations of pupils' work where they are at home.

The schools 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.

12. Supporting children in school

The schools are committed to ensuring the safety and wellbeing of all its students.

The schools will continue to be a safe space for all children to attend and flourish. The Headteachers will ensure that appropriate staff are on site and staff to pupil ratio numbers are appropriate, to maximise safety.

The schools 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.

The schools 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.

Where the schools have concerns about the impact of staff absence – such as our Designated Safeguarding Lead or first aiders – will discuss them immediately with the Trust CEO.

13. Peer on Peer Abuse

Children's Endeavour Trust 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 and appropriate referrals made.

14. Support from the Trust

The Trust will provide support and guidance as appropriate to enable the DSLs to carry out their role effectively.

Appendix 1

Children's Endeavour Trust	Name and contact details:
CEO	Mr Daniel Jones
Name Safeguarding Trustee	Mr David White
Chair of Trust Board	Mr Ian Scott

Abbot's Hall	Name:
DSL	Rachel Bailey
ADSLs	Helen Mason, Katie Lovett
Chair of Governors	Gary Kenworthy
Named safeguarding governor	Jo Self
School Online Safety Lead	Katie Lovett
Designated teacher for Children in Care (CiC)	Rachel Bailey
General Contact details for the above:	
01449 612818	
office@abbotshall.suffolk.sch.uk	

Bosmere	Name:
DSL	Liz Green
ADSLs	Tim Mckeon, Marie Cridge
Chair of Governors	Jonathan Hayes
Named safeguarding governor	Canon Rev Diane Williams
School Online Safety Lead	Liz Green
Designated teacher for Children in Care (CiC)	Liz Green
General Contact details for the above:	
01449 721 750	
admin@bosmere.suffolk.sch.uk	

Broke Hall	Name:
Designated Safeguarding Lead (DSL)	Mrs Debbie Stanford
Alternate DSL	Mrs Ruth Fairs, Mrs Helen Smith, Mrs Carol Naunton
Named safeguarding governor	Mrs Sarah Todd
Chair of Governors	Mr Ian Scott
School Online Safety Lead	Mrs Ruth Fairs
Designated teacher for Children in Care (CiC)	Mrs Debbie Stanford
General Contact details for the above: 01473 729544 frontoffice@brokehall.suffolk.sch.uk	

Chilton	Name:
DSL	Laura Carr
ADSLs	Ben Hemmings, Bryony Thorpe
Chair of Governors	Steven Nunn
Named safeguarding governor	Steven Nunn
School Online Safety Lead	Laura Carr
Designated teacher for Children in Care (CiC)	Laura Carr
General Contact details for the above: 01449 612928 office@chilton.suffolk.sch.uk	

Combs Ford	Name:
Designated Safeguarding Lead (DSL)	Mr Russell Clark
Alternate DSL	Mrs Sue Tanner, Miss Helen Fuller
Named safeguarding governor	Dr Caroline Dunmore
Chair of Governors	Dr Caroline Dunmore
School Online Safety Lead	Mr Russell Clark
Designated teacher for Children in Care (CiC)	Mr Russell Clark
General Contact details for the above: 01449 613112 admin@combsford.suffolk.sch.uk	

Freeman	Name:
DSL	Daniel Pettitt
ADSLs	Emma Gerry and Claire Gilson
Named safeguarding governor	Sue Hayter
Chair of Governors	Sue Hayter
School Online Safety Lead	Daniel Pettitt
Designated teacher for Children in Care (CiC)	Daniel Pettitt
General Contact details for the above:	
01449 612067 admin@freeman.suffolk.sch.uk	

Springfield Juniors	Name:
Designated Safeguarding Lead (DSL)	Mr Michael Lynch
Alternate DSL	Mrs Louise Everitt, Mrs Kim Cook, Mr David Rycraft
Named safeguarding governor	Mrs Samantha Green
Chair of Governors	Mrs Vanessa Kingsley
School Online Safety Lead	Mrs Kim Cook
Designated teacher for Children in Care (CiC)	Mrs Louise Lidstone
General Contact details for the above:	
01473 741300 admin@springfieldjuniors.net	