Annexe to Safeguarding and Child Protection policy – version 2 Monday 01 March 2021
Safeguarding and Child protection during COVID-1

This Annexe to our Safeguarding and Child Protection policy sets out details of our safeguarding arrangements for:


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## 1. Context

Schools and colleges are currently operating in response to Coronavirus (COVID-19) in a fundamentally different way from business as usual. Most children are no longer in a school setting and staff numbers have been affected by the outbreak.

The school has been asked to provide care for children who are vulnerable and children whose parents are critical to the COVID-19 response (key workers). These children will be added to our Extraordinary Roll (ER).

## 2. Version control and dissemination

This is version 1 of the annexe. It will be reviewed by our DSL or a member of the SLT on a weekly basis, as circumstances continue to evolve or following updated Department for Education or LSCP advice and guidance. It is available on the school website, and is made available to staff via email.

We will ensure that, on any given day, all staff and volunteers on site are aware of who the onsite DSL is and how staff and volunteers can to speak to her/ him.

## 3. Safeguarding priority

During these challenging times the safeguarding of all children at our school – whether they are currently at home or part of our extraordinary roll and attending lessons –

continues to be our priority. The following fundamental safeguarding principles remain the same:

The best interests of children continue to come first;
If anyone in our school has a safeguarding concern, they will act immediately; A designated safeguarding lead (DSL) or deputy will always be available;

No unsuitable people will be allowed to gain access to children; Children should continue to be protected when they are online;

**4. Current school position**

School is open every weekday between 08:55 -15:15 hours for children on our extraordinary roll. During this time, we will aim to use lower floor classrooms, the dinner hall canteen and playground in addition to the main reception and staffroom only.

All staff and volunteers attending on site from outside our school will complete an induction to ensure they are aware of safeguarding risks and know how to act if they have concerns.

**5. Safeguarding partners' advice**

We will continue to work closely with Camden's Safeguarding Children's Partnership (CSCP). This will include meeting expectations for supporting children with education, health and care plans (EHCPs), liaising with the local authority designated officer and children's social care, utilising reporting mechanisms, meeting referral thresholds and dealing with children in need.

The CSCP's Coronavirus page (https://cscp.org.uk/resources/) will be updated regularly with the latest advice and guidance as well as details of any changes to local safeguarding and support services. As this is a fast-moving situation, the information contained may change at short notice. Please visit the website and/or follow @CamdenSCP https://twitter.com/CamdenSCP to keep up- to-date with any new announcements.

**6. Roles and responsibilities**

The roles and responsibilities for safeguarding in our school remain in line with our Safeguarding and Child Protection Policy.

The DSL or Deputy DSL's will be on site. In the event that the DSL or Deputy DSL cannot be on site, then, in addition to one of the above contact options, we will also ensure a senior leader from the school takes responsibility for co-ordinating safeguarding on site.

The DSL is Lorraine Dolan email: head@holytrinitynw1.camden.sch.uk
The Deputy DSL is Neil McIntyre email: n.mcintyre@holytrinitynw1.camden.sch.uk/
Pam Macmeikan email: p.macmeikan@holytrinitynw1.camden.sch.uk

## 7. Vulnerable children

In our setting, vulnerable children include those who have a social worker, Looked After Children or Previously Looked after Children, and those children and young people up to the age of 11 with an 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.

There is an expectation that vulnerable children who have a social worker will be invited to attend school as part of the Extraordinary Roll, so long as they do not have underlying health conditions that put them at risk. Where a parent does not want their child to attend school, and their child is considered vulnerable, we will discuss this with the social worker and explore the reasons for this directly with the parent.
Decisions for those with an EHCP will be made in consultation with parents and the Local Authority, 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 EHCPs can safely remain at home.

We will encourage our vulnerable children and young people to attend school, including part- time, if appropriate.

Leaders in our school know who our most vulnerable children are, and they have the flexibility to offer a place to those on the edge of receiving children's social care support.

In reviewing our exceptional role and list of vulnerable children, we will continue to work with children's social workers and the local authority virtual school head (VSH) for looked-after and previously looked- after children.

## 8. Increased vulnerability or risk

Negative experiences and distressing life events, such as the current circumstances, can affect the mental health of pupils and their parents. Staff will be aware of this in setting expectations for work where they are at home. Where we are providing for children of key workers and vulnerable children on site, we will ensure appropriate support is in place for them.

Our staff and volunteers are aware of the mental health of children and their parents and carers and will contact the DSL or a deputy if they have any concerns. There will be a weekly safeguarding briefing to staff, in term time, from the DSL.

## 9. Attendance

Where a child is expected because they are on the ER, but does not arrive at school, we will follow our attendance procedure and attempt to contact the family or emergency number. If contact cannot be made, the DSL or a deputy DSL will be informed.

If contact cannot be made or if the DSL or a deputy DSL deems it necessary, we will undertake a home visit or ask an appropriate agency, such as our Safer Schools Officer, PC Lucinda Terry, or one of her colleagues to do so. Appropriate social distancing will be adhered to in carrying out these tasks.

Where a vulnerable child does not take up their place, we will notify their Social Worker.

## 10. Reporting concerns about children or staff

The importance of all staff and volunteers acting immediately on any safeguarding concerns remains of the utmost importance at this time. Staff will continue to advise the DSL of any concerns they have about any child, including those who are not attending school, directly or through the school's Child Protection procedures.

The various arrangements we have put in place as a result of COVID-19 do not reduce the risks that children may face from staff or volunteers. As such, it remains extremely important that any allegations made against staff or volunteers attending our school are dealt with thoroughly and efficiently and in accordance with Allegations Against Staff in our Safeguarding Policy.

## 11. Staff training and induction

For the duration of the current phase of COVID-19, our DSL and deputy DSL will keep abreast of developments through the DfE guidance and any webinars offered by safeguarding organisations.

All current school staff have received safeguarding training and have read Part One and Annex A of Keeping Children Safe in Education. When new staff are recruited or volunteers join us, they will receive a safeguarding induction in accordance with our Safeguarding and Child Protection Policy.

If staff from another setting attend the school site then, in line with government guidance, we will not undertake any additional safeguarding checks if the setting providing those staff confirm that:

The individual has been subject to an enhanced DBS and children's barred list check and, that in the opinion of that setting, nothing resulted from those checks that provided any cause for concern;
There are no safeguarding investigations into the conduct of that individual;
The individual remains suitable to work with children.

## 12. 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, we will continue to follow our Safer Recruitment policy.

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.

For volunteers, we will continue to follow the checking and risk assessment process set out in paragraphs 167 to 172 of Keeping Children Safe in Education 2019. Under no circumstances will a volunteer who has not been checked be left unsupervised or allowed to engage in regulated activity.

It is essential from a safeguarding perspective that we are aware, on any given day, which staff/volunteers are on our school site and that the appropriate checks have been carried out on those individuals. We will continue to maintain our single central record (SCR) during these measures to ensure we have this awareness.

## 13. Peer-on-Peer Abuse

We recognise that children can abuse their peers and our staff are clear about the school's policy and procedures regarding peer-on-peer abuse. All peer-on-peer abuse is unacceptable and will be taken seriously. We also recognise that abuse can still occur during a school closure or partial closure and between those children who do attend the school site during these measures.

Our staff will remain vigilant to the signs of peer-on-peer abuse and will follow the process set out in our Safeguarding and Child Protection Policy.

## 14. Online safety

Children will be using the internet and engaging with social media far more during this time. Our staff are aware of the signs of cyberbullying and other online risks and our filtering and monitoring software remains in use during this time to safeguard and support children.

Staff who interact with children online will continue to look out for signs that a child may be at risk. If a staff member is concerned about a child, that staff member will follow the approach set out in this annexe and report that concern to the DSL or to a deputy DSL, in person.

## 15. New children at the school

Children may join our school from other settings. When they do, we will seek from those settings the relevant welfare and child protection information. This is relevant for all children that join us, but it will be especially important where children are vulnerable.

The DSL will undertake a risk assessment based on the information received, considering how risks can be managed and which staff need to know the information.

## 16. Supporting children not in school

Where a child is identified to be on the edge of social care support, or who would normally receive additional pastoral support in school, the school will ensure that they receive weekly phone communication to support that child and their family.

Schools play a vital role in all aspects of safeguarding and therefore it is important to maintain this communication and liaison to the greatest extent possible, despite the obvious challenges posed by COVID-19 and associated school closures. Consequently, practice will continue to uphold the values of London Child Protection Procedures, whilst following a different course in terms of process in cases where usual approaches are no longer practicable.

In this context, schools are requested to adhere to the following principles:

**Strategy Discussions and Section 47 Enquiries**
Where strategy discussions and child protection enquiries are undertaken on new cases, information shared by schools is particularly valuable, particularly since the families concerned may not be previously known to Children's Social Care; School knowledge is also important where strategy discussions and child protection enquiries are undertaken on cases that are already open to Children's Social Care;
Therefore, schools are requested to be available for dial-in conversations to assist the assessment of risk; The DSL should be the primary point of contact for Children's Social Care, but a list of back- up options from each school is also needed, given the unpredictability of who and when individuals may be impacted by COVID-19.

**Child Protection Conferences and Core Group Meetings**
Every effort will be made to continue to hold initial and follow-up child protection conferences in the usual way, where this is possible for the chair and participants concerned;
Where this is not possible, conferences will no longer be a single meeting but will be a series of meetings or discussions running over a period of no more than 2 working days;
Reports from each agency remain a requirement and should be emailed to CSF-SSCNorthCP@camden.gov.uk 48 hours in advance of an initial or pre-birth and 5 working days in advance of a review;
Reports must make clear whether the agency assesses the child to be at on-going risk of significant harm, whether a child protection plan (or other plan) is needed and what should be included in the plan;
The chair of the conference will read all reports and speak with involved professionals by phone/skype where necessary;
The DSL should be the primary point of contact for this purpose, but a list of back up options from each school is also needed, given the unpredictability of who and when individuals may be impacted by COVID-19;
The chair will call parents/carers/young people to seek their views;

At the end of the conference process, the chair will define the content of the harm and safety statement, make a decision as to whether a child protection plan (or other plan) is needed, and draw up an outline plan where required;
The chair will share the decision and recommendations directly with the family by telephone or, if this is not possible, by email;
The chair will ensure that members of the professional network are updated;
Core group meetings are governed by the same principles i.e. where it is not possible to convene a face to face meeting, a 'virtual' meeting should take place instead.

**Referrals**

If school staff become aware of a new safeguarding concern, then this should be referred to the MASH in the usual way – the MASH will continue to operate a service;
The LADO referral system also remains operational, so the usual process should be followed for any LADO referrals.

**Contacts**
If school staff have any queries regarding the above contingency plan, then please contact one of the following Heads of Service:

**Looked After Children** – Sally Joseph:Sally.Joseph@camden.gov.uk 0207 974 6798
**Children in Need** – Michelle O'Regan:Michelle.O'Regan@camden.gov.uk 0207 974 1905
**Child Protection Conferences, Looked After Children Reviews and LADO** – Sophie Kershaw: Sophie.Kershaw@camden.gov.uk 020 7974 3828
**Children and Young People Disability Service** – Crina Popa Crina.Popa@camden.gov.uk 0207 974 4867
**Virtual School** – Natalie White: Natalie.White@camden.gov.uk 0207 974 2359

These measures will remain in place and may be reviewed in the eventuality of further change, until it is determined that the COVID-19 crisis is over and normal business can be resumed.
Parents retain their right to complain and agencies to use Camden's complaints or Escalation Policy.