



**Hull
Safeguarding
Children's
Partnership**



Hull
City Council



COVID-19 annex to the Child Protection Policy at Kingswood Parks Primary School

Response to COVID-19: 5th January 2021

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 Designated Safeguarding Lead 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.

School / College Name: Kingswood Parks Primary School

Policy owner: Laura Carr

Date: 07/01/2021

Date shared with staff: 07/01/2021

Context

From 5th January 2021 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 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 annex of the Kingswood Parks primary School Child Protection Policy contains details of our individual safeguarding arrangements in the following areas:

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Key contacts

Role	Name	Contact number	Email
Designated Safeguarding Lead	Mr Simon Harris	01482 427870	admin@kingswoodparks.het.academy
Safeguarding and Parental Engagement Lead	Mrs Laura Carr	01482 427870	admin@kingswoodparks.het.academy.
Headteacher	Mrs Nicola Loten	01482 427870	admin@kingswoodparks.het.academy
Trust Safeguarding Manager	Mrs Kirsten Bradley	01482 787000	admin@woodlands.het.academy
Chair of Governors	Mrs Jane Lewis	01482 427870	Admin@kingswoodparks.het.academy

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 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.

Kingswood Parks Primary 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 and the local authority virtual school head (VSH) for looked-after and previously looked-after children. The lead person for this will be: Laura Carr

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. 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 Laura Carr will explore the reasons for this directly with the parent.

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

Kingswood Parks Primary School will encourage our vulnerable children and young people to attend a school, including remotely if needed.

Attendance monitoring

All schools in Hull are required to complete a daily attendance return in which they are required to submit a daily spreadsheet of pupil attendance which should be submitted to Covided@hullcc.gov.uk by 2pm each day.

Children attending setting and children not attending school should be recorded in accordance with government coding guidance as outlined by the DFE.

To support the above, Kingswood Parks Primary School 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, Kingswood Parks Primary School will notify any services involved with the child and family such as an early help worker or allocated social worker.

Designated Safeguarding Lead

Kingswood Parks Primary School has a Designated Safeguarding Lead (DSL) and a Safeguarding and Parental Engagement Lead.

The Designated Safeguarding Lead is: Mr Simon Harris

The Safeguarding Lead is: Mrs Laura Carr

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.

Where a trained DSL (or deputy) is not on site, in addition to the above, a senior leader will assume responsibility for coordinating safeguarding on site.

This might include updating and managing access to Child protection monitoring system, CPOMS 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 Kingswood Parks Primary School staff and volunteers have access to a trained DSL (or deputy). On each day staff on site will be made aware of that person is and how to speak to them. The DSL will continue to engage with social workers, and attend all multi-agency meetings, which can be done remotely.

Reporting a concern

Where staff have a concern about a child, they should continue to follow the process outlined in the school Safeguarding Policy, this includes making a report via CPOMS, which can be done remotely.

In the unlikely event that a member of staff cannot access their CPOMS from home, they should email the Safeguarding Lead Laura Carr. This will ensure that the concern is received.

Staff are reminded of the need to report any concern immediately and without delay. Concerns around the Headteacher should be directed to the Chair of Governors: Mrs Jane Lewis

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 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 Kingswood Parks Primary 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

For Movement within the Trust, schools should seek assurance from the Multi-Academy Trust (MAT) HR Manager that the member of staff has received appropriate safeguarding training where applicable.

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, Kingswood Parks Primary 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).

Where Kingswood Parks Primary 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.

Whilst acknowledging the challenge of the pandemic, 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.

Kingswood Parks Primary 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.

Kingswood Parks Primary School will continue to consider and make referrals to the Teaching Regulation Agency (TRA) as per guidance within KCSIE 2020 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, Kingswood Parks Primary School will continue to keep the single central record (SCR).

Online safety in schools and colleges

Kingswood Parks Primary School will continue to provide a safe environment, including online. This includes the use of an online filtering system. Where students 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.

Online teaching should follow the same principles as set out in the school/college code of conduct.

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

Below are some things to consider when delivering virtual lessons, especially where webcams are involved:

Safeguarding: Steps taken by teachers
Teachers will wear suitable clothing.
Teachers will conduct lessons from communal areas of their homes, or from school premises. Backgrounds will be neutral, where nothing personal or inappropriate can be seen or heard in the background. Alternatively the background may be changed to be 'virtual background' relating to that week's learning.
Teachers will check privacy settings.
Teachers will only use school accounts and live lessons will be password protected. Passwords will only be shared via gmail (giving parents control of them).
Teachers will only arrange live lessons during normal school hours. The headteacher/senior leadership team will be made aware of the time/date of scheduled sessions.
Another member of teaching or support staff will be present in the live lesson. If this is not possible, the session will be recorded to safeguard the teaching staff.
Safeguarding: Steps taken by parents/carers
Pupils will wear suitable clothing. They may choose to wear school uniform. They must not wear pyjamas or other nightwear.
Pupils will sit in a communal area of their home (kitchen, living room etc).
Pupils will sit at a workstation (e.g. a kitchen table, a desk).
Pupils will work in an exercise book provided by the school.
Pupils must not record the session as this could be shared without the permission of the teacher/parents of other children involved.
Whilst parents do not need to participate in the live lessons, it would be helpful to be available to support with any technical issues that may occur.
Pupils will be punctual.
Pupils will not use share screen functions.

Supporting children not in school

Kingswood Parks Primary School is committed to ensuring the safety and wellbeing of all its Children and Young people.

Where there are identified children who access wider services involvement from agencies such as early help or children's social care, 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 on CPOMS, as should have a record of all contact made.

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

Kingswood Parks Primary School and its DSL will work closely with all stakeholders to maximise the effectiveness of any safeguarding 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 school will share safeguarding messages on its website and social media pages.

Kingswood Parks Primary 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 Kingswood Parks Primary School need to be aware of this in setting expectations of pupils' work where they are at home.

Kingswood Parks Primary 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 will be recorded on CPOMS.

Supporting children in school

Kingswood Parks Primary School is committed to ensuring the safety and wellbeing of all its students.

Kingswood Parks Primary 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.

Kingswood Parks Primary 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.

Kingswood Parks Primary 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 on CPOMS.

Where Kingswood Park Primary School has concerns about the impact of staff absence – such as our Designated Safeguarding Lead or first aiders – will discuss them immediately with the Headteacher or senior leaders within the trust.

Peer on Peer Abuse

Kingswood Parks Primary 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 within Keeping Children Safe in Education 2020 and of those outlined within of the Child Protection Policy.

Kingswood Parks Primary 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 CPOMS and appropriate referrals made.