



Child Protection and Safeguarding: COVID-19 Addendum

Damers First School

Contents

| | |
|---------------------------------------------------------------|---|
| Important contacts | 3 |
| 1. Scope and definitions | 4 |
| 2. Core safeguarding principles | 4 |
| 3. Reporting concerns | 5 |
| 4. DSL (and deputy) arrangements | 5 |
| 5. Working with other agencies | 5 |
| 6. Monitoring attendance | 5 |
| 7. Peer-on-peer abuse | 6 |
| 8. Concerns about a staff member, supply teacher or volunteer | 6 |
| 9. Contact plans | 6 |
| 10. Safeguarding all children | 6 |
| 11. Online safety | 7 |
| 12. Mental health | 7 |
| 13. Staff and volunteer recruitment | 8 |
| 14. Safeguarding induction and training | 8 |
| 15. Monitoring arrangements | 8 |
| 16. Links with other policies | 8 |

Important contacts

| ROLE | NAME | CONTACT DETAILS |
|----------------------------------------------------------------------------------|------------------|--------------------------------------------------------------------------------------------------|
| Designated safeguarding lead (DSL) | Moira Bearwish | office@damers.dorset.sch.uk 01305 264924 |
| Deputy DSL | Catherine Smith | office@damers.dorset.sch.uk 01305 264924 |
| Deputy DSL | Rachel Nesbitt | office@damers.dorset.sch.uk 01305 264924 |
| Designated member of senior leadership team if DSL (and deputy) can't be on site | Ellie Goodridge | office@damers.dorset.sch.uk 01305 264924 |
| Headteacher | Catherine Smith | office@damers.dorset.sch.uk 01305 264924 |
| Local authority designated officer (LADO) | Patrick Crawford | patrick.crawford@dorsetcouncil.gov.uk |

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|--------------------------------------------------------------------|---------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | | 01305 221122 |
| Chair of governors | Sophie Duke | governors@damers.dorset.sch.uk |
| Safeguarding advisors - Schools care and protection Dorset Council | Ann Shaw and Louise Dodds | 01305 221122 dorsetcouncil.gov.uk SaSteam@dorsetcouncil.gov.uk |

1. Scope and definitions

This addendum applies from the start of the spring term 2021. It reflects updated advice from our 3 local safeguarding partners Pan-Dorset Safeguarding Children Partnership consisting of Dorset Police, Dorset CCG, Bournemouth, Christchurch & Poole Council and Dorset Council and local authority (LA) Dorset Council.

Email: pan-dorsetscp@dorsetcouncil.gov.uk

Telephone: 01305 221196

It sets out changes to our normal child protection policy in light of the Department for Education's guidance <https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak>.

It sets out changes to our normal child protection policy in light of coronavirus and the national lockdown currently in place, and should be read in conjunction with that policy. Unless covered here, our normal child protection policy continues to apply.

This addendum is subject to change, in response to any new or updated guidance the government or our local safeguarding partners may publish. We will keep it under review as set out in section 15 below.

In this addendum, where we refer to measures to protect pupils who are at home, this means those who are learning at home for reasons to do with coronavirus – for example, due to the attendance restrictions during national lockdown, or if they need to self-isolate when they would otherwise still be attending.

In this addendum, where we refer to vulnerable children, this means those who:

DfE's [list of vulnerable children who can access schools or educational settings](#)]

- Are assessed as being in need, including children:
 - With a child protection plan
 - With a child in need plan
 - Looked after by the local authority
- Have an education, health and care (EHC) plan
- Have been identified as otherwise vulnerable by our school or LA, for example those who are:
 - On the edge of receiving support from children's social care services or in the process of being referred
 - Adopted or on a special guardianship order
 - At risk of becoming NEET ('not in employment, education or training')

- Living in temporary accommodation
- Young carers
- Care leavers
- Facing difficulty engaging with remote education at home (for example, due to a lack of devices or quiet space to study)
- In need of support for their mental health

2. Core safeguarding principles

We will still have regard to the statutory safeguarding guidance, [Keeping Children Safe in Education](#).

[Coronavirus \(COVID-19\): safeguarding in schools, colleges and other providers](#) should also be read alongside this guidance.

Although we are operating in a different way to normal, we are still following these important safeguarding principles:

- The best interests of children must come first
- If anyone has a safeguarding concern about any child, they should continue to act on it immediately
- A designated safeguarding lead (DSL) or deputy should be available at all times (see section 4 for details of our arrangements)
- It's essential that unsuitable people don't enter the school workforce or gain access to children
- Children should continue to be protected when they are online

3. Reporting concerns

All staff and volunteers must continue to act on any concerns they have about a child immediately. It is still vitally important to do this.

Continue to follow our standard reporting procedures using My Concern.

As a reminder, all staff should continue to work with and support children's social workers, where they have one, to help protect vulnerable children.

4. DSL (and deputy) arrangements

We aim to have a trained DSL or deputy DSL on site wherever possible. Details of all important contacts are listed in the 'Important contacts' section at the start of this addendum.

If our DSL (or deputy) can't be in school, they can be contacted remotely by:email/phone/My Concern.

We will keep all school staff and volunteers informed by email as to who will be the DSL (or deputy) on any given day, and how to contact them.

We will ensure that DSLs (and deputies), wherever their location, know who the most vulnerable children in our school are.

On occasions where there is no DSL or deputy on site, a senior leader will take responsibility for co-ordinating safeguarding. This will be Ellie Goodridge Assistant Headteacher. You can contact them by email:office@damers.dorset.sch.uk 01305 264924.

The senior leader will be responsible for liaising with the off-site DSL (or deputy) to make sure they (the senior leader) can:

- Identify the most vulnerable children in school
- Update and manage access to child protection files, where necessary

- Liaise with children's social workers where they need access to children in need and/or to carry out statutory assessment.

5. Working with other agencies

We will continue to work with children's social care, and with virtual school heads for looked-after and previously looked-after children.

We will continue to update this addendum where necessary, to reflect any updated guidance from:

- Our 3 local safeguarding partners
- The local authority about children with education, health and care (EHC) plans, the local authority designated officer and children's social care, reporting mechanisms, referral thresholds and children in need
- Department for Education guidance for education settings
- Dorset Council safeguarding and standards team

6. Monitoring attendance

We will continue to take our attendance register. We will follow guidance from the Department for Education on how to record attendance (including for pupils learning remotely) and what data to submit.

The exception to this is where any child we expect to attend school during the closure doesn't attend, or stops attending. In these cases we will:

- Follow up on their absence with their parents or carers, by phone/email/text
- Notify their social worker, where they have one

We are using the Department for Education's daily online attendance form to keep an accurate record of who is attending school.

We will make arrangements with parents and carers to make sure we have up-to-date emergency contact details, and additional contact details where possible.

7. Peer-on-peer abuse

We will continue to follow the principles set out in part 5 of Keeping Children Safe in Education when managing reports and supporting victims of peer-on-peer abuse.

Staff should continue to act on any concerns they have immediately – about both children attending school and those at home.

Concerns will be reported directly via My Concern to DSLs. DSLs will act according to regular safeguarding procedures and appropriate investigation methods and victim support managed during school closure.

8. Concerns about a staff member, supply teacher or volunteer

We will continue to follow the principles set out in part 4 of Keeping Children Safe in Education.

Staff should continue to act on any concerns they have immediately - whether those concerns are about staff/supply teachers/volunteers working on site or remotely.

Concerns will be reported to the Headteacher Catherine Smith. Contact details in table.

If the headteacher is the subject of an allegation then contact the chair of governors Sophie Duke. Contact details in table.

The allegation will be acted upon according to our regular safeguarding procedures during school closure in partnership with the Local Authority Designated Officer Patrick Crawford. Contact details in table.

We will continue to refer adults who have harmed or pose a risk of harm to a child or vulnerable adult to the Disclosure and Barring Service (DBS).

We will continue to refer potential cases of teacher misconduct to the Teaching Regulation Agency. We will do this using the email address Misconduct.Teacher@education.gov.uk for the duration of the COVID-19 period, in line with government guidance.

9. Contact plans

We have contact plans for children with a social worker, and other children who we have safeguarding concerns about, for circumstances where the child is at home.

Each child has an individual plan, which sets out:

- How often the school will make contact – this will be at least once a week
- Which staff member(s) will make contact – as far as possible, this will be staff who know the family well
- How staff will make contact – this will be over the phone, doorstep visits, email or food deliveries

We have agreed these plans with children's social care where relevant, and will review them regularly.

If we can't make contact, we will inform the family social worker, local care and protection team or the police.

10. Safeguarding all children

10.1 All children

Staff and volunteers are aware that this difficult time potentially puts all children at greater risk.

Staff and volunteers will continue to be alert to any signs of abuse, or effects on pupils' mental health that are also safeguarding concerns. They will act on concerns immediately in line with the procedures set out in section 3 above.

10.2 Children at home

The school will maintain contact with children who are at home. Staff will try to speak directly to children at home to help identify any concerns. They will use school phones and devices to make calls home. Or, if necessary, they will use personal phones but they will withhold their personal number.

Staff and volunteers will look out for signs like:

- Not completing assigned work or logging on to school systems
- No contact from children or families
- Seeming more withdrawn during any class check-ins or video calls

11. Online safety

11.1 In school

We will continue to have appropriate filtering and monitoring systems in place in school.

If IT staff are unavailable, our contingency plan is to utilise IT support through our multi-academy trust.

11.2 Outside school

Where staff are interacting with children online, they will continue to follow our existing staff code of conduct/IT acceptable use policy (to view our policies visit <http://www.damers.dorset.sch.uk/about/school-policies/>).

In addition to damers **Remote Learning Policy** which can be found at <http://www.damers.dorset.sch.uk/about/school-policies/>

Staff will continue to be alert to signs that a child may be at risk of harm online, and act on any concerns immediately, following our reporting procedures as set out in section 3 of this addendum.

We will make sure children know how to report any concerns they have back to our school, and signpost them to other sources of support too.

11.3 Working with parents and carers

We will make sure parents and carers:

- Are aware of the potential risks to children online and the importance of staying safe online
- Know what our school is asking children to do online, including which sites they will be using and who they will be interacting with from our school
- Are aware that they should only use reputable online companies or tutors if they wish to supplement the remote teaching and resources our school provides
- Know where else they can go for support to keep their children safe online including information on our website and blogs
- Specific support and information sent directly to each parent via Parentmail

12. Mental health

If any pupil, parent or carer has concerns about mental health and wellbeing, they should contact Moira Bearwish via the school office and the information will be passed on to the relevant staff members. The school will make sure pupils, parents and carers are aware of this.

12.1 Children in school

Staff and volunteers will be aware of the possible effects that this period may have had on pupils' mental health. They will look out for behavioural signs, including pupils being fearful, withdrawn, aggressive, oppositional or excessively clingy, to help identify where support may be needed.

Staff training will be provided by Trauma Informed Schools in supporting the return to school.

The school will design and adapt their own Recovery Curriculum based on the needs of our pupils in line with updated curriculum guidance.

Additional support will be provided within school by specialist trained ELSA and MOSAIC staff.

Specialist support services will be contacted if necessary.

12.2 Children at home

Where possible, we will continue to offer our current support for pupil mental health for all pupils.

Including home learning/activities that include:

- mindfulness activities
- curriculum activities to support mental health and well being
- access to Jigsaw/PSHE resources
- weekly assemblies focussed on Harmony and PSHE themes
- weekly celebration assemblies
- opportunities to share and communicate with school

We will also signpost all pupils, parents and staff to other resources to support good mental health at this time.

When setting expectations for pupils learning remotely and not attending school, teachers will bear in mind the potential impact of the current situation on both children's and adults' mental health.

Staff and volunteers will be alert to mental health concerns in children who are at home, and act on these immediately, following our reporting procedures as set out in section 3 of this addendum.

13. Staff and volunteer recruitment, training and induction

We continue to recognise the importance of robust safer recruitment procedures, so that adults and volunteers who work in our school are safe to work with children.

We will continue to follow our safer recruitment procedures, and part 3 of Keeping Children Safe in Education.

When carrying out DBS checks and right to work checks, we will follow the latest guidance from the DBS, Home Office and Immigration Enforcement as appropriate (for example, with regards to the process for verifying documents). We will inform candidates about the intended process as soon as reasonably practicable.

We will continue to do our usual checks on new volunteers, and do risk assessments to decide whether volunteers who aren't in regulated activity should have an enhanced DBS check, in accordance with paragraphs 183-188 of Keeping Children Safe in Education.

14. Safeguarding induction and training

We will make sure staff and volunteers are aware of changes to our procedures and local arrangements.

New staff and volunteers will continue to receive a safeguarding induction in line with the expectations of Keeping Children Safe in Education.

15. Monitoring arrangements

This policy will be reviewed as guidance from the 3 local safeguarding partners, the LA or DfE is updated, and as a minimum every 4 weeks by Moira Bearwish DSL/Deputy headteacher. At every review, it will be approved by the full governing board.

16. Links with other policies

This policy links to the following policies and procedures:

- Child protection policy
- Staff code of conduct
- IT acceptable use policy
- Health and safety policy
- Online safety policy
- Whistle blowing policy
- Remote Learning Policy

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|----------------------------|---------------|----------------------------|----------------------|
| Date effective | January 2021 | Approval | LGB |
| Maintenance | SLT | Role/responsibility | Moira Bearwish - DSL |
| Date of next review | February 2021 | Date of last update | September 2020 |