

DARRICK WOOD SCHOOL

Safeguarding and Child Protection Policy – addendum due to COVID-19

Published: April 2020

Due for review: As advised by the Department for Education

Personal responsible: Ms C Wilson-Hooper

The purpose of this addendum is to address the issues that may result from the fact that for an extended period of time our pupils and students will not be physically attending the school site and are likely to be affected either through illness, self isolation or the potential impact of COVID-19 on their families and friends.

Despite these changes, the School's Safeguarding and 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 addendum 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

Darrick Wood School is currently closed to most staff and pupils. The Head Teacher has agreed to provide educational provision for children of keyworkers and vulnerable children as defined in this policy – this provision may extend through holiday periods and reporting arrangements remain the same as in term time. The Head Teacher has made arrangements for a DSL or Deputy DSL to be on site during term time provision and either on site or easily contactable during holiday provision – staff on site should contact the Duty SLT member on site that day. The Head Teacher is in regular contact with the Local Authority and all Local Authority safeguarding and child protection arrangements remain in place including Children's Social Care and LADO.

Reporting arrangements

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

The Designated Safeguarding Lead is: Ms Clare Wilson-Hooper

The Deputy DSLs are: Mrs Rosalyn Honeysett, Mrs Mel Burt, Mr Richard Rees

School staff should contact the DSLs via their work email address or they can reach Ms Wilson-Hooper via the published mobile telephone number.

Parents and pupils may contact the DSLs via the School's main email address of office@darrickwood.bromley.sch.uk or via the email address safeguarding@darrickwood.bromley.sch.uk

Staff will continue to follow the Child Protection procedure and advise the DSL and Deputy DSLs 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. All staff have access to CPOMS and should continue to log concerns in the usual way. CPOMS can be found in the "School Provided Bookmarks" folder in Google Chrome favourites. Should there be an issue with access to CPOMS then staff can use the email addresses above to communicate their concern.

Staff may also contact Children's Social Care directly and should feel empowered to do this when they believe a child is at immediate risk of significant harm. In such cases staff can ring 999 or they can contact the MASH Team at Bromley Children's Social Care using the following numbers:

Email: mash@bromley.gov.uk

Tel: 020 8461 7373 / 7309

The DSLs and Deputies should be informed by the member of staff if they have made such contact.

Identifying vulnerability

The DfE have asked schools to identify vulnerable pupils and ensure that there is an education provision available to them.

Darrick Wood School has identified the following groups of vulnerable children in line with government guidance:

- Looked After Children
- Previously Looked After Children
- Children subject to a child protection plan
- Children who have, or have previously had, a social worker
- Children with an EHCP
- Children on the edge of social care involvement (possibly under a Section 17 or Section 47 assessment) or pending allocation of a social worker
- Other children the school considers vulnerable. More children may be added to this group in response to concerns raised with the DSL.

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. The School has also offered places at school to those children it considers vulnerable.

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. Plans have been created by the SENCO, the DSL or Deputy DSLs or external agencies and have been shared with the appropriate stakeholders.

The role of the Form Tutor and the Pastoral Team

The Form Tutor will continue to be a main point of contact for children even when they are not on the school site. The School has put in place procedures for form tutors to identify those pupils who do not appear to be engaging with the school or online school work and there is a system in place for form tutors to escalate their concerns to the relevant pastoral team. The pastoral teams will continue to work closely with the DSL and Deputies to ensure that telephone contact is made with any families where there is a concern about the lack of engagement of individual pupils.

Attendance to school

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 using the contact numbers in Bromcom. The DSL or Deputy DSL on site or on call will delegate this action and ensure that this happens.

The School will ensure that appropriate attendance information returns are made in a timely fashion to the DfE and the Local Authority as requested.

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 and should log any concerns in CPOMS.

The school has compiled and published on the School's website a range of resources to support the mental health and wellbeing of pupils and parents – links can be found in the Parents' section of the website.

If staff become aware of worrying information on social media about a member of the school community e.g. posts on a Facebook group, then please email the information to the DSL or a Deputy DSL so that we can take the appropriate action.

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. In the event that the School is used as a hub provision, extra care should be taken where groups on site may be of mixed age and/or developmental stage.

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 should continue to 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. All concerns should be logged in CPOMS so that the appropriate action may be taken.

- 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 on safe remote learning and guidance for safer working practices including safer recruitment.
- Staff are reminded of 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 are advised NOT to use live streaming with pupils/students

- Children, young people and their parents/carers accessing remote learning will receive guidance on keeping safe online and know that they can raise concerns to external organisations including Childline and CEOP
- Parents and carers will receive links to information about keeping children safe online with peers, the school 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 sent the link to www.internetmatters.org.uk - for support for parents and carers to keep their children safe online

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 DSL or Deputy DSL via their school email address or published mobile telephone number.

Any new staff or new staff on site (due to the school acting as hub provision) if 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 at lado@bromley.gov.uk – please see further details in our main safeguarding and child protection policy.

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.

New staff on site

New starters who are employed by the School must have an induction before starting or on their first morning with the DSL or a Deputy DSL. They must read the school safeguarding and child protection policy, the behaviour policy, the raising concerns policy and the code of conduct. The DSL or Deputy DSL 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. The School will update the single central record.

Hub provision

In the event that the School acts as a hub provision then there will be a DSL or Deputy DSL and First Aider on site each day.

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

- the member of staff has completed relevant safeguarding training in line with other similar staff,
- 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.

A record will be kept by the DSL or Deputy DSL of who is working in the school each day and the activities that they undertake.

Where children temporarily attending our school from other settings as part of a hub provision we will require confirmation from their DSL whether they have a Safeguarding File or SEN statement/EHCP. This information must be provided securely **before** the child attends our school and there will be communication between our DSL or a Deputy DSL 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 securely recorded, 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 or a Deputy 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.