



Hungerhill School
Safeguarding and Child Protection Policy Covid 19 Addendum



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| Responsible Committee/Individual | Headteacher |
| Author | Headteacher |
| Target Audience | All Stakeholders |
| Date Policy Agreed | January 2021 |
| Review Date | September 2021 |

Important contacts

| Role | Name | Contact details |
|---|---|--|
| Designated Safeguarding Lead | Mrs J Laidlaw | 01302 885811 Laidlaw.J@hungerhillschool.com |
| Deputy Designated Safeguarding Lead | Mrs S Bagshaw | 01302 885811 Bagshaw.s@hungerhillschool.com |
| Designated member of Senior Leadership Team if Designated Safeguarding Lead (and Deputy) can't be on site | Mrs J Laidlaw Mrs S Parker-Browne Mr P Storey | 01302 892023 Laidlaw.j@hungerhillschool.com 01302 885811 parker_browne.s@hungerhillschool.com 01302 885811 storey.p@hungerhillschool.com |
| Headteacher | Mrs L Pond | 01302 885811 pond.l@hungerhillschool.com |
| Local authority designated officer (LADO) | LADO | Mary Woollett Centre, Danum Road, Doncaster, DN4 5HF 01302 737748 or 01302 737332 LADO@dcstrust.co.uk |
| Chair of governors | Mr N Purvis | |
| Link Governor | Mrs C Holden | |

1. Scope and Definitions

This addendum applies from the start of the Spring term 2020. It reflects updated advice from our 3 local safeguarding partners Doncaster Children's Services, South Yorkshire Police, Doncaster Clinical Commissioning Group and local authority (LA) Doncaster Council.

It sets out changes to our normal child protection policy in light of coronavirus, 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 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 students who are at home, this means those who are learning at home for reasons to do with coronavirus – for example, due to clinical and/or public health advice, such as if there's a local lockdown or if they need to self-isolate.

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

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 assessed as otherwise vulnerable by educational providers or

LAs, for example those who are:

- On the edge of receiving support from children's social care services
- Adopted
- At risk of becoming NEET ('not in employment, education or training')
- Living in temporary accommodation
- Young carers
- Considered vulnerable by the school and/or LA

2. Core Safeguarding Principles

We will follow the statutory safeguarding guidance, [Keeping Children Safe in Education 2020](#).

We will always have regard for these important safeguarding principles:

- The best interests of children must come first
- If anyone has a safeguarding concern about any child, they should act on it immediately
- A designated safeguarding lead (DSL) or deputy (DDSL) 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 (refer to E-Safety policy)

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, both for children at school and those at home.

There is a rota in place through lockdown to ensure that a safeguarding member of staff is on school site to respond to any concerns raised.

All staff have been informed that they should continue to work with and support children's social workers, where they have one, to help protect vulnerable children. This will be continued to be coordinated through the Designated Safeguarding Lead and Deputy Designated Safeguarding Lead.

4. Designated Safeguarding Lead (and Deputy) Arrangements

We aim to have a trained Designated Safeguarding Lead and Deputy Designated Safeguarding Lead on site wherever possible. Details of all-important contacts are listed in the 'Important contacts' section at the start of this addendum.

If our Designated Safeguarding Lead (or Deputy) can't be on site, they can be contacted remotely by via mobile phone, email and/or teams.

On occasions where there is no Designated Safeguarding Lead (or Deputy) on site, a Senior Leader will take responsibility for co-ordinating safeguarding. This will be either Mrs J Laidlaw, Mrs S Parker-Browne or Mr P Storey. You can contact them on the details above.

The Senior Leader will be responsible for liaising with our off-site Designated Safeguarding Lead (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 assessments
- Co-originate with students and parents/carers for any vulnerable students working from home.

5. Working with Other Agencies

We will continue to work with children's social care, with virtual school heads for looked-after and previously looked-after children, and with any other relevant safeguarding and welfare partners, to help keep children safe.

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

6. Monitoring Attendance

We will resume taking our attendance register. We will also follow [guidance](#) from the Department for Education on how to record attendance and what data to submit.

All students of compulsory school age will be expected to attend school and/or remote learning unless a statutory reason applies (for example, the student has been granted a leave of absence, is unable to attend because of sickness, is unable to attend because of clinical and/or public health advice, is absent for a necessary religious observance).

Where any child we expect to attend school doesn't attend, or stops attending, we will:

- Follow up on their absence with their parents or carers, by text message, email and phone-calls.
- Notify their social worker, where they have one
- 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. Staff will update the school system with any additional details provided.

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.

Any concerns reported to staff will be dealt with by the member of safeguarding staff on-site, issues will be dealt with using the same processes usual used.

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.

Hungerhill School will continue to deal with any allegations using the same processes in place.

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, emails or a combination of all
- Meetings to take place remotely.

10. Safeguarding 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, and act on concerns immediately in line with the procedures set out in section 3 above

We realise SEN and vulnerable children may be at greater risk whilst schools are in lockdown during covid-19. Hungerhill School safeguarding team will weekly seek the voice of children and where appropriate their parents during these times, and whether online or telephone contact is enough to ensure their wellbeing and safety, where this is deemed insufficient home visits will be arranged. This is especially important where communication difficulties make these means less effective. All communication will be logged in CPOMs and during online catch ups between the safeguarding team and students, students will be asked to turn their cameras on so that staff can visually check on their wellbeing and health.

We recognise that students with SEND may have difficulty in accessing remote education without adult support and guidance states "schools should work with families to deliver a broad and ambitious curriculum. There should not be an over-reliance on long term projects, internet research, or activities which would place significant demands on parents".

Hungerhill School is working collaboratively with families, making reasonable adjustments where necessary, for students with SEN to be able to access remote education alongside their peers.

The duty is on the Local Authority (and the Clinical Commissioning Group where applicable) to secure provision set out in an Education, Health and Care Plan (EHCP). Pursuant to similar provisions in s.66 of the Children and Families Act 2014. Hungerhill School is aware of its duty, to secure provision needed by a student to meet their special educational needs. The Guidance acknowledges that it will be difficult to deliver provision, for example where a student is self-isolating.

We have agreed these plans with children's social care where relevant and will review them each half term.

If we can't make contact, we will complete home visits and contact external services including social care and the police.

Children returning to school

The Designated Safeguarding Lead (or Deputy) will do all they reasonably can to find out from parents and carers whether there have been any changes regarding welfare, health and wellbeing that they should be aware of before children return.

They will also liaise with the school nurse(s) if needed to gather relevant information about any support provided by school nursing services while children have not been in school.

The Designated Safeguarding Lead (and Deputy) will be given time to support staff and children regarding new concerns (and referrals as appropriate) as children return to school.

Staff and volunteers will be alert to any new safeguarding concerns as they see students in person.

Children at home

The school will maintain in 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 Support staff are unavailable, The Trust ICT Manager, Mr R England will be available via mobile phone, remotely via teams alongside email. See also E-safety policy.

11.2 Outside School

Where staff are interacting with children online, they will continue to follow our existing staff behaviour policy/code of conduct/IT acceptable use policy.

- Information can be found in the following policies:
- Staff Code of Conduct
- Behaviour Policy
- E-Safety Policy
- Safeguarding Policy
- Remote Learning Policy

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, where relevant, including what 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 teaching and resources our school provides
- Know where else they can go for support to keep their children safe online

Staff will contact parents regularly through a variety of mediums to support with their wellbeing and ensure that students are not facing any barriers to learning.

Staff will signpost any issues to correct staff and/or agencies to ensure that support is in place for all students and families.

12. Mental Health

12.1 Children returning to school

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

Details of services offer from external agencies shared with students and families via the school website and direct to parent email, more tailored support options given in cases where there is a need.

12.2 Children at home

Where possible, we will continue to offer our current support for student mental health for all student. Students who are working with external agencies are given the provisions needed to ensure this continues, these meetings will be via telephone or remotely. School to offer counselling to those students needing it the most.

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

When setting expectations for student 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

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

We will continue to follow our safer recruitment procedures, in accordance to 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 checks on new volunteers and do risk assessments to decide whether volunteers who aren't in a 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 ensure 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 Department for Education is updated, and as a minimum monthly by Mrs L Pond, Headteacher/Designated Safeguarding Lead. 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:

- Safeguarding and Child Protection Policy
- Staff Code of Conduct
- E-Safety Policy
- Health and safety policy
- Whistle Blowing Policy
- Anti-Bullying Policy
- Remote Learning Policy