



**GREAT FINBOROUGH  
CHURCH PRIMARY**

## **Addendum to Safeguarding Policy and Child Protection Procedures during COVID partial School closure**

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<b>Date Last Reviewed:</b>	January 2021
<b>Chair of Governors:</b>	Jamie Warner
<b>Safeguarding Governor:</b>	Stephanie Rose
<b>Minuted:</b>	
<b>Date of next review:</b>	As required

## Great Finborough Church Primary

### Addendum to Safeguarding Policy and Child Protection Procedures

05/01/2021

This addendum has been drawn up in relation to changes to safeguarding procedures specific for the January 2021 COVID lockdown where most children will be home learning but key worker and vulnerable children will be in school and for the subsequent re-entry of children in to school as and when the DfE announces re-opening of schools.

This addendum will be reviewed and updated as further guidance is issued from the DfE, the local safeguarding partners and the local authority.

***NOTE: Most if the provisions of the Safeguarding Policy and Child Protection Procedures still apply, this Addendum outlines changes only.***

#### **DSL availability**

It will not always be possible to have a DSL or Alternate on site but the DSL team will be available by 'phone when the school is open for the reporting of any concerns. The alternate should only be contacted if the DSL cannot be available. Contact details are:

Siobhan Howson (DSL) : 07393 454085

Harriet Elliss (ADSL) : 07912 066296

#### **Headteacher availability**

The Headteacher will normally be on site, but can be contacted on his mobile if necessary: 07825 270748.

If neither DSL is available, the Headteacher will co-ordinate safeguarding on site.

#### **Changes for staff on site working with children:**

- Concerns regarding any child, on or off site, to be brought immediately to the most senior member of staff on site. If this is a safeguarding concern it will be discussed by phone call with the DSL or Alternate.
- Concerns regarding a member of staff to be reported in the usual way.
- Pink forms to be filled in as usual in addition to passing on information directly to DSL.
- Register of children attending to be kept daily. Any children expected but not attending to be followed up in the usual way by the office staff.
- Staff to ensure that every possible protection is carried out to minimise virus transmission – following hand washing and where possible social distancing recommendations and other actions as determined by the Headteacher's risk assessments

**Changes for DSL/ Alternates:**

- DSL and alternates to be available by phone when school is open
- MASH phone calls/ referrals to be carried out from home if necessary
- Contact with social workers to be maintained by telephone
- Contact to be maintained with families of any pupils deemed vulnerable by the DSL/alternate/ Headteacher
- DSL to keep safeguarding governor up to date with changes by email
- DSL to be aware of and adapt, as far as possible, to the challenges of contact by 'phone rather than face-to-face and the technology restrictions that families may face when online meetings are planned, and the implications for confidentiality
- DSL and alternates to attend online meetings, e.g., CIN, when required.

**Changes for teachers:**

- Teachers to be aware of mental health of pupils and families when setting home learning expectations
- Teachers to be supportive to families struggling with home learning issues and to offer alternative suggestions where possible
- Teachers to be aware that families may be unwell and coping with a range of stresses including bereavement.
- Teachers to follow Remote Learning policy
- Teachers to be prepared to signpost parents to the school's procedures for reporting online safety concerns if needed

**Changes for the Headteacher and SLT:**

- To be aware of this addendum
- To have formed a list of pupils considered 'vulnerable' with the SLT – those with social worker, EHCP or are known to the SLT to be in some other way 'vulnerable'
- Where appropriate, strategies to be agreed to monitor/ keep in touch with these families during the closure period.
- In the event of the school not being able to offer provision on site for vulnerable children, a document outlining their needs and vulnerability will be prepared and shared with any new recognised and approved provider of care (other school centre)
- To be aware of the additional challenges the situation presents for the DSL and ensure an appropriate support mechanism is in place for them
- To ensure that parents are made aware of the way in which they can report online safety concerns and ensure the protocol for dealing with these is maintained
- To ensure that if external staff are used that the normal checks are made, and that if staff are recruited all the normal checks and measures of the safer

recruitment procedure take place (acknowledging that interview may have to take place online)

- To extend the provision of places to children identified by the school as particularly vulnerable in current circumstances
- To ensure that any online platforms used by staff to set home learning are approved by the school and are GDPR compliant

#### **Changes in the use of volunteers and supply staff:**

- There will be no changes to our procedures safeguarding in this regard:
  - Under no circumstances should a volunteer who has not been checked be left unsupervised or allowed to work in regulated activity
  - Under no circumstances should any new volunteers come into school without having signed a code of conduct, and acceptable use agreement and had basic safeguarding induction
- Volunteers will be reminded to share any concerns about children with the senior member of staff on site and if necessary speak to the DSL on the phone

#### **Additional considerations for re-entry of children as school opens more widely**

- Staff to be aware of the mental health issues for all children on re-entry and pay special attention to what children say
- Staff to be aware new safeguarding concerns may arise on re-entry, to be alert to this and to report any concerns promptly
- Staff to be aware that children who are in vulnerable groups, or who have family members in those groups may have additional needs
- School to ensure, as far as possible, that parents make them aware of any changes regarding welfare, health and wellbeing of children before re-entry, especially for vulnerable children
- DSL to make parents of vulnerable children with social workers not attending that there is now an expectation they should attend and continue monitoring any that do not
- DSL to continue to monitor children with EHC plans to determine whether their needs can be as safely or more safely met in school
- School to be aware of children who are shielding or in a household that is shielding and the support they may need