



St Mary's Catholic Primary School

Safeguarding and Child Protection Policy Addendum

Updated September 2020

St Mary's Child Protection and Safeguarding Policy is comprehensive and regularly checked against legislation. The policy provides exceptional guidance and procedure in terms of keeping our children safe.

This section of the whole school policy was created in response to Covid-19 and agreed by the Governing Body remotely on **1st April 2020**. It will be kept under review as circumstances continue to evolve in line with national and local guidance and should be read in conjunction with the full policy document.

Signature:  Headteacher Date: 1.4.2020

Signature: M. Huke-Jenner Chair of Governors Date: 1.4.2020

Role:	Name	contact details:
Designated Safeguarding Lead (DSL)	Ewa Parker, Head of School	office@stmarysrcps.org
Alternate DSL	Carolyn Mann, Senior and Reception Class Teacher Mrs Lyn Ball, Secretary Priscilla Crane Executive Headteacher	office@stmarysrcps.org 01502 565384
Named safeguarding governor	Matt Huke-Jenner	governors@stmarysrcps.org
Chair of Governors	Matt Huke-Jenner	
School Online Safety Lead	Liam Calnan, Y3 Class Teacher	
Designated teacher for Children in Care and children previously in care (CiC)	Ewa Parker, Head of School	
Guidance	How the school will implement:	
Any updated advice received from the local 3 safeguarding partners or the DfE. Training and safer recruitment	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.	

	<p>The Local Authority Education Safeguarding Team and Cluster is providing advice and guidance, where needed, to schools through daily emails and a telephone helpline.</p> <p>All existing school staff have had safeguarding training and have read Part 1 of Keeping Children Safe in Education (2019). The DSL should communicate with staff any new local arrangements, so they know what to do if they are worried about a child.</p> <p>Where new staff are recruited, or new volunteers enter school name, they will continue to be provided with a safeguarding induction.</p> <p>Upon arrival, they will be given a copy of the Safeguarding and Child Protection Policy, guidance on local processes and confirmation of DSL arrangements, including this addendum.</p> <p>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, school name 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 (2019) (KCSIE).</p> <p>In response to COVID-19, the Disclosure and Barring Service (DBS) has made changes to its guidance on standard and enhanced DBS ID checking to minimise the need for face-to-face contact.</p> <p>If staff are deployed from another education or children's workforce setting to St Mary's, 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:-</p> <ul style="list-style-type: none">• 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 <p>Where school name 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.</p> <p>Our 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. Full details can be found at paragraph 163 of KCSIE.</p>
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	<p>Our school will continue to consider and make referrals to the Teaching Regulation Agency (TRA) as per paragraph 166 of KCSIE and the TRA’s ‘Teacher misconduct advice for making a referral.</p> <p>During the COVID-19 period all referrals should be made by emailing Misconduct.Teacher@education.gov.uk using the updated form (March 2020)</p> <p>Whilst acknowledging the challenge of the current National emergency, it is essential from a safeguarding perspective that we are aware, on any given day, which staff/volunteers will be in the school , and that appropriate checks have been carried out, especially for anyone engaging in regulated activity. As such, St Mary’s will continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE.</p>
<p>Any updated advice received from local authorities regarding 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.</p> <p>The continued importance for school and college staff to work with and support children’s social workers and the local authority virtual school head (VSH) for looked-after and previously looked-after children.</p>	<p>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 Plans (EHCP).</p> <p>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.</p> <p>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 about whom there have been concerns but not currently open to Social Care.</p> <p>Eligibility for free school meals in and of itself should not be the determining factor in assessing vulnerability.</p> <p>We 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: Ewa Parker, Head of School</p> <p>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 increased 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 Head of School will explore the reasons for this directly with the parent.</p> <p>Where parents are concerned about the risk of the child contracting COVID19, Head of School or the Social Worker will</p>

	<p>talk through these anxieties with the parent/carer following the advice set out by Public Health England.</p> <p>The Head of School will encourage our vulnerable children and young people to attend school.</p>
<p>What staff and volunteers should do if they have any concerns about a child.</p> <p>Any arrangements to support children the school are concerned about who do not meet the 'vulnerable' definition</p> <p>DSL (and deputy) arrangements.</p> <p>The continued importance of all staff and volunteers acting and acting immediately on any safeguarding concerns</p> <p>What staff and volunteers should do if they have concerns about a staff member or volunteer who may pose a safeguarding risk to children.</p>	<p>Our Safeguarding and Child Protection policy details who our DSLs are. All staff should continue to use CPOMs to alert DSLs. All volunteers or any person who has a concern about any child should report it to the DSL or contact Suffolk's Child Protection helpline 03456 061 499.</p> <p>We will endeavour to have a trained DSL (or deputy) available on site. Where this is not possible, a trained DSL (or deputy) will be available to be contacted via phone or email or through our electronic recording system CPOMS.</p> <p>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.</p> <p>It is important that all school named staff and volunteers have access to a trained DSL (or deputy). On each day, the staff on site will be made aware of who that person is and how to contact them.</p> <p>The DSL will continue to engage with Social Workers, and attend all multi-agency meetings, which are being held remotely.</p> <p>Where staff have a concern about a child, they should continue to report using CPOMS, which staff are able to access from home.</p> <p>Staff are reminded of the need to report any concern immediately and without delay.</p> <p>Where staff are concerned about an adult working with children in school, they should report the concern to the Head of School or Executive Headteacher according to the Safeguarding and Child Protection Policy. If there is a requirement to make a notification to the Head of School whilst away from school, this should be done verbally and followed up with an email to the Head of School.</p> <p>Concerns around the Head of School or Executive Headteacher should be directed to the Chair of Governors: Matt Huke-Jenner.</p>

Peer on peer abuse - given the very different circumstances schools and colleges are operating in a revised process may be required for managing any report of such abuse and supporting victims.

Online safety in school and outside of school.

What arrangements are in place to keep children not physically attending the school or college safe, especially online and how concerns about these children should be progressed.

Our 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.

Online safety away from school

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 Safeguarding and Child Protection Policy and where appropriate referrals should still be made to children’s social care and as required, the police.

School closures bring lots of challenges for both school staff and parents, and both are increasingly looking to the benefits of technology to continue delivering some form of learning experience for children.

As always, there are huge benefits to be gained from the appropriate use of technology, and accessing learning resources whilst at home is a great example of this. However, parents (and teachers) need to be aware of the potential risks that go along with this.

Our school will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements.

Parents have access to the school’s policy on keeping safe online and this will be encouraged throughout the school closure via our school app.

Where the DSL has been informed of or has identified a child about whom there have been concerns but not currently open to social care, or who would normally receive pastoral-type support in school, we have compiled a robust communication plan using a RAG rated system. This is in place for that child so that DSLs know whom to contact and how frequently.

Details of the school’s RAG rated list of this plan will be recorded for DSLs to see, and a record of all contact made will be logged on CPOMS.

The plan will be reviewed regularly and where concerns arise, the DSL will consider any referrals as appropriate.

	<p>If we are unable to contact a child about whom there have been concerns after a reasonable number of attempts, we may need to seek further advice about safe and well checks.</p> <p>St Mary's will share safeguarding messages on its website, school app and social media pages.</p> <p>Our 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 school name need to be aware of this in setting expectations of pupils' work where they are at home.</p> <p>Supporting children in school</p> <p>Our school will continue to be a safe space for all children to attend and flourish. The Head of School will ensure that appropriate staff are on site and staff to pupil ratio numbers are appropriate, to maximise safety.</p> <p>Our 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.</p> <p>An appropriate risk assessment is in place.</p> <p>Our 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.</p> <p>Peer on Peer Abuse</p> <p>St Mary's recognises that during the closure a revised process may be required for managing any report of such abuse and supporting victims.</p> <p>Where our school receives a report of peer on peer abuse, we will follow the principles as set out in part 5 of KCSIE and of those outlined within the Safeguarding and Child Protection Policy. The 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.</p>
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	<p>Concerns and actions will be recorded and appropriate referrals made.</p> <p>New children at the school</p> <p>We may be asked to provide a temporary place for a child who normally attends another school.</p> <p>Where children join our school from other settings we will require confirmation from the DSL whether they have a Safeguarding File or SEN statement/EHCP. This file must be provided securely before the child begins at our school and a call made from our DSL or a deputy to the placing school's DSL to discuss how best to keep the child safe.</p> <p>In some unusual circumstances this may not be possible. Information provided must include contact details for any appointed Social Worker and where relevant for the Virtual School Head.</p> <p>Safeguarding information about children placed in our school will be recorded on our safeguarding system, 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.</p> <p>The 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. This will be recorded on our safeguarding recording system.</p> <p>If we need to send one of our children to another school, we will apply the same measures above and the DSL will make daily contact as well as providing a member staff for support at the alternative school.</p>
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