



Holmer Green Senior School

Safeguarding (Child Protection) Policy Addendum

January 2021

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1. Introduction and Background

- 1.1 Due to the current situation with Coronavirus (COVID-19) safeguarding arrangements for schools has had to change.
- 1.2 This addendum sets out the arrangements for Holmer Green Senior School during this time and has taken into account guidance from the Department for Education which is constantly under review and is likely to be updated regularly.
- 1.3 The Department for Education COVID-19 helpline (0800 046 8687) is available to answer questions and the DfE website is being updated daily with advice for the education sector.

2. Role of the local authority

- 2.1 During a lockdown situation, the local authority makes regular contacts with schools to try to ensure that children of critical workers and vulnerable children can attend school.
- 2.2 During a lockdown situation, the local authority is informed on a daily basis of the names of the students who are in school (this is sent via anycomms, Buckinghamshire county council's secure file transfer system).

3. Keeping Children safe in schools

- 3.1 In line with KCSIE 2020, the best interests of children must always continue to come first. HGSS is committed to ensuring the safety and wellbeing of all its Children and Young people.
- 3.2 If any member of staff has a safeguarding concern about any child they should continue to report via CPOMS. In the unlikely event that a member of staff cannot access their CPOMS from home, they should email the Designated Safeguarding Lead. This will ensure that the concern is received.
- 3.3 The DSL or Deputy DSL is available at all times either on site or by phone/email. All SLT and the pastoral team are safeguarding trained and can deputise in the DSLs absence.
- 3.4 The school site remains secure during the school day with no visitors allowed on site without the headteacher's permission.
- 3.5 During a lockdown situation there is a rota of staff on duty each day. HGSS will continue to be a safe space for all children to attend and flourish. The Headteacher will ensure that appropriate staff are on site and staff to pupil ratio numbers are appropriate, to maximise safety.
- 3.6 HGSS 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.
- 3.7 Where HGSS has concerns about the impact of staff absence – such as our Designated Safeguarding Lead or first aiders – this will be discussed within the Senior Leadership team to ensure there is always sufficient cover.

- 3.8 Whilst acknowledging the challenge of the pandemic, it is essential from a safeguarding perspective that any school is aware, on any given day, which staff/volunteers will be in the school or college, and that appropriate checks have been carried out, especially for anyone engaging in regulated activity. As such, HGSS will continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE.
- 3.9 Where staff are concerned about an adult working with children in the school, they should email the headteacher directly.
- 3.10 Concerns around the Headteacher should be directed to the Chair of Governors.

4. Peer on Peer Abuse

- 4.1 HGSS recognises that during the closure a revised process may be required for managing any report of such abuse and supporting victims.
- 4.2 Where a school receives a report of peer on peer abuse, they will follow the principles as set out in part 5 of KCSIE and of those outlined within of the Child Protection Policy.
- 4.3 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.
- 4.4 The school will share safeguarding messages on its website and social media pages.

5. Vulnerable Children

- 5.1 Vulnerable* children include those who have a social worker and those children and young people with EHC plans.
- 5.2 The school also identifies other vulnerable students; a list has been drawn up and shared with key safeguarding staff.
- 5.3 All students in the school have been sent an email with help numbers and organisations plus the emergency contact number
- 5.4 During a lockdown situation, safeguarding staff have been corresponding with social workers to ensure that they are aware which students are attending school. Social workers are working with families to offer support and encourage school attendance.
- 5.5 Core group meetings with social workers and vulnerable families continue to take place and are attended via conference calls by safeguarding school staff.
- 5.6 The school is aware that it is important to continue to work closely with social workers to help to protect vulnerable children, particularly during the COVID-19 period.
- 5.7 HGSS 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. This will be bespoke to each child and recorded on CPOMS.

*Vulnerable children are identified using the following definition:

- are assessed as being in need under section 17 of the Children Act 1989, including children and young people who have a child in need plan, a child protection plan or who are a looked-after child;
- have an education, health and care (EHC) plan;
- have been identified as otherwise vulnerable by educational providers or local authorities (including children's social care services), and who could therefore benefit from continued full-time attendance, this might include:
 - children and young people on the edge of receiving support from children's social care services or in the process of being referred to children's services
 - adopted children or children on a special guardianship order
 - those at risk of becoming NEET ('not in employment, education or training')
 - those living in temporary accommodation
 - those who are young carers
 - those who may have difficulty engaging with remote education at home (for example due to a lack of devices or quiet space to study)
 - care leavers
 - others at the provider and local authority's discretion including pupils and students who need to attend to receive support or manage risks to their mental health.

Eligibility for free school meals in and of itself is not a determining factor in assessing vulnerability.

Senior leaders, especially the Designated Safeguarding Lead (and deputy) as well as the pastoral team know who our most vulnerable children are. They have the flexibility to offer a place to those on the edge of receiving children's social care support.

HGSS 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.

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 HGSS will explore the reasons for this directly with the parent.

Where parents are concerned about the risk of the child contracting COVID19, HGSS or the social worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England.

HGSS will encourage our vulnerable children and young people to attend a school, including remotely if needed.

Peer on Peer Abuse

HGSS recognises that during the closure a revised process may be required for managing any report of such abuse and supporting victims.

Where a school receives a report of peer on peer abuse, they will follow the principles as set out in part 5 of KCSIE and of those outlined within of the 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.

The school will share safeguarding messages on its website and social media pages.

6. Attendance

- 6.1 During a lockdown situation, Schools do not need to complete their usual day-to-day attendance process and follow up on non-attendance.
- 6.2 During a lockdown situation–The school makes weekly contact with all families to identify who requires educational provision and which days the students would be attending.
- 6.3 As the situation with government guidance has changed this list of students has changed and is updated daily.
- 6.4 During a lockdown situation, In the circumstance where a vulnerable child does not attend, the school notifies the social worker.
- 6.5 During a lockdown situation, Daily attendance figures and names are submitted via the DfE's online electronic register.
- 6.6 During other times the DfE has issued guidance with regards to coding student absence if it is related to Covid 19.

7. Staff training and safeguarding induction

- 7.1 New staff who have been recruited have had all the usual safeguarding checks carried out and safer recruitment processes followed and safeguarding induction.
- 7.2 No new staff will be on site without having safeguarding induction training.
- 7.3 The weekly safeguarding question continues to raise staff awareness of safeguarding issues in particular those related to the current pandemic situation.
- 7.3 Only existing staff have been included in the staffing rota and all have had recent safeguarding training including having read part 1 and annex A of KCSIE 2020. They should continue to use CPOMS to report any concerns about a child.
- 7.4 The school is not using any volunteers on school site.
- 7.5 The names of staff on site is recorded daily.

8. Mental Health

- 8.1 The school is aware that the current circumstances will affect the mental well being of staff pupils and parents. Anxiety will be heightened at this time. 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.
- 8.2 The school has ensured that all students have been signposted to support organisations and the emergency help number.
- 8.3 The school counsellor continues to support students via Teams
- 8.4 Staff can continue to receive support from school in the normal way and have also from a free confidential helpline, Educational Support 08000562561.

- 8.5 The school will continue to work with parents to manage the expectations of remote school working by ensuring staff are setting appropriate work and responding to questions via Satchel 1 or email or Teams live lessons.
- 8.6 The school will continue to work with staff to manage the expectations of remote school working and outline the expectations.

9. Online Safety

- 9.1 The school will continue to ensure that appropriate filters and monitoring systems are in place to protect children when they are online on the school systems including the school email.
- 9.2 The school will ensure that all online learning tools and systems are in line with GDPR and other safeguarding measures
- 9.3 The school is aware that at this time both students and staff will be spending more time online and must be mindful of the risks of remote interactions.
- 9.3 The school has produced a Remote Learning Policy which includes a code of conduct for staff and pupils.
- 9.4 Staff are using a mixture of pre-recorded powerpoints with either voice recordings or video; live Teams lessons or standard powerpoints.
- 9.5 Satchel 1 has been updated to enable staff to set classwork as well as homework for those students (either whole classes or individuals) who are working from home
- 9.6 The introduction of the 1:1 device laptop scheme has ensured that far more students now have the ability to work remotely.

The Designated Safeguarding Lead is: Claire Hawkins

The Deputy Designated Safeguarding Leads are: Kim Joynson and Sarah Lary

All the pastoral and SLT team have also received advanced safeguarding training.

Emergency number for students : 07516042201

Education Support free confidential helpline: 08000562561