

The Chiltern School	COVID-19 school closure arrangements for Safeguarding and Child Protection	
---------------------	---	---

Date Policy Adopted	Policy Review Date	Author	Committee	Date Ratified by Governors
April 2020	April 2021	Luisa Vecchio	Full Governing Body	April 2020

Context

From 20th March 2020 parents were asked to keep their children at home, wherever possible, and for schools to remain open only for those children of workers critical to the COVID-19 response - who absolutely need to attend.

Schools and all childcare providers were asked to provide care for a limited number of children - children who are vulnerable, and children whose parents are critical to the COVID-19 response and cannot be safely cared for at home.

This addendum of the Chiltern School Safeguarding and Child Protection Policy contains details of our individual safeguarding arrangements in the following areas:

Key contacts

Name	Pathway	Email	Mobile Number
Lisa Leonard	Headteacher	lleonard@chiltern.beds.sch.uk	07951 032 209
Luisa Vecchio	Deputy Headteacher Safeguarding Lead	lvecchio@chiltern.beds.sch.uk	07944 870 053
Di Watson	Assistant Headteacher Beech Road	dwatson@chiltern.beds.sch.uk	
Dan Gaze	Assistant Headteacher Kingsland Campus	dgaze@chiltern.beds.sch.uk	
Claire Dawes	Head of Personalised Learning	cdawes@chiltern.beds.sch.uk	
Sarah Foster	Emotional Health & Wellbeing Lead	sfoster@chiltern.beds.sch.uk	
Mandy Tilbury	Nurture Practitioner	mtilbury@chiltern.beds.sch.uk	Contact Sarah Foster
Kasia Stern	Early Transitions Pathway Leader	kstern@chiltern.beds.sch.uk	07789 838 913 (KC Mobile No. 1)

Louise Clarke	Communication & Sensory Pathway Leader	lclarke@chiltern.beds.sch.uk	07501 838 641 (KC Mobile No. 2)
Rachel Farrow	Physical & Sensory	rfarrow@chiltern.beds.sch.uk	07342 287 436 (KC Mobile No. 3)
Michaela Read	Communication & Interaction Pathway Leader	mread@chiltern.beds.sch.uk	07881 986 574 (KC Mobile No. 4)
Shahnaz Choudhury Phone to be collected from Kingsland	Cognition & Learning Pathway Leader	schoudhury@chiltern.beds.sch.uk	07747 140 731 (KC Mobile No. 5)
Jo Scott	Phase 3 Pathway Leader	jscott@chiltern.beds.sch.uk	07388 607 553 (KC Mobile No. 6)

Vulnerable children

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 (EHC) plans.

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.

Those with an EHC plan will be risk-assessed in consultation with the Local Authority, Special School Nursing team, social care and parents, to decide whether they need to continue to be offered a school place in order to meet their needs, or whether they can safely have their needs met at home. This could include, if necessary, carers, therapists or clinicians visiting the home to provide any essential services. Many children and young people with EHC plans can safely remain at home.

Eligibility for free school meals in and of itself should not be the determining factor in assessing vulnerability.

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 on the edge of receiving children's social care support. The Chiltern School 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 school will also work with VSH's of other Local Authorities who have children placed with us. The lead person for this will be: Luisa Vecchio.

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 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 school name will explore the reasons for this directly with the parent.

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

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

Attendance monitoring

Local authorities and education settings do not need to complete their usual day-to-day attendance processes to follow up on non-attendance.

The Chiltern School and social workers will agree with parents/carers whether children in need should be attending school – The Chiltern School will then follow up on any pupil that they were expecting to attend, who does not. The Chiltern School will also follow up with any parent or carer who has arranged care for their child(ren) and the child(ren) subsequently do not attend.

To support the above, The Chiltern School will, when communicating with parents/carers and carers, confirm emergency contact numbers are correct and ask for any additional emergency contact numbers where they are available.

In all circumstances where a vulnerable child does not take up their place at school, or discontinues, The Chiltern School will notify their social worker.

Designated Safeguarding Lead

The Chiltern School has a Designated Safeguarding Lead (DSL) and a Designated Safeguarding Team.

The Designated Safeguarding Lead is: Lisa Leonard/Luisa Vecchio

The Designated Safeguarding Team are: Di Watson, Dan Gaze, Sarah Foster, Claire Dawes, Kasia Stern, Louise Clarke, Rachel Farrow, Michaela Read, Jo Scott, Shahnaz Choudhury, Mandy Tilbury.

The optimal scenario is to have a trained DSL available on site. Where this is not the case a trained DSL will be available to be contacted via phone or online video - for example when working from home.

It is important that all staff have access to a trained DSL. On each day staff on site will be made aware of that person is and how to speak to them.

The DSL will continue to engage with social workers, and attend all multi-agency meetings, which can be done remotely.

Reporting a concern

Where staff have a concern about a child, they should continue to follow the process outlined in the school Safeguarding Policy, this includes making a report via MyConcern, which can be done remotely.

In the unlikely event that a member of staff cannot access their MyConcern from home, they should email the DSL team on DSL@chiltern.beds.sch.uk This will ensure that the concern is received.

Staff are reminded of the need to report any concern immediately and without delay.

Where staff are concerned about an adult working with children in the school, they should report the concern to a member of the DSL team. If there is a requirement to make a notification to the headteacher whilst away from school, this should be done verbally and followed up with an email to the headteacher.

Concerns around the Headteacher should be directed to the Chair of Governors: Morwenna Scholes.

Safeguarding Training and induction

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 who has been trained will continue to be classed as a trained DSL even if they miss their refresher training.

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.

Where new staff are recruited they will continue to be provided with a safeguarding induction.

Safer recruitment

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, The Chiltern School 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).

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.

The Chiltern 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.

The Chiltern 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'.

During the COVID-19 period all referrals should be made by emailing Misconduct.Teacher@education.gov.uk

Whilst acknowledging the challenge of the current National emergency, it is essential from a safeguarding perspective that any school is aware, on any given day, which staff will be in the school, and that appropriate checks have been carried out, especially for anyone engaging in regulated activity. As such, The Chiltern School will continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE.

Online safety in schools

The Chiltern 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.

Children and 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 Policy and where appropriate referrals should still be made to children's social care and as required, the police.

Online teaching should follow the same principles as set out in the Chiltern School code of conduct.

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

Below are some things to consider when delivering virtual lessons, especially where webcams are involved:

- No 1:1s, groups only
- Staff and children must wear suitable clothing, as should anyone else in the household.
- Any computers used should be in appropriate areas, for example, not in bedrooms; and the background should be blurred.
- The live class should be recorded so that if any issues were to arise, the video can be reviewed.
- Live classes should be kept to a reasonable length of time, or the streaming may prevent the family 'getting on' with their day.
- Language must be professional and appropriate, including any family members in the background.
- Staff must only use platforms endorsed by the Chiltern School to communicate with pupils, i.e Class Dojo, Google Classroom and Twitter.
- Staff should record, the length, time, date and attendance of any sessions held.
- Photos which include other pupils should not be shared with families or sent directly to them via learning platforms and home school communication.

Supporting children not in school

The Chiltern School is committed to ensuring the safety and wellbeing of all its Children and Young people.

Where the DSL has identified a child to be on the edge of social care support, or who would normally receive pastoral-type support in school, they should ensure that a robust communication plan is in place for that child or young person.

Details of this plan must be recorded on MyConcern.

The communication plans can include; remote contact, phone contact, door-step visits. Other individualised contact methods should be considered and recorded.

The Chiltern School and its DSL will work closely with all stakeholders to maximise the effectiveness of any communication plan.

This plan must be reviewed regularly (at least once a week) and where concerns arise, the DSL will consider any referrals as appropriate.

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

The Chiltern 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 need to be aware of this in setting expectations of pupils' work where they are at home.

The Chiltern 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. This will be bespoke to each child and recorded on risk assessments and PLP's. All information is collated into a individual file for each pupil. Hard copies are available for all those working with the pupil.

Supporting children in school

The Chiltern School is committed to ensuring the safety and wellbeing of all its students.

The Chiltern School 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.

The Chiltern 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.

The Chiltern 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. This will be bespoke to each child and recorded on MyConcern.

Where The Chiltern School has concerns about the impact of staff absence – such as our Designated Safeguarding Lead or first aiders – will discuss them immediately with the SLT.

Peer on Peer Abuse

The Chiltern School 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 Safeguarding Policy.

The school will listen and work with the young person, parents/carers and any multiagency partner required to ensure the safety and security of that young person.

Concerns and actions must be recorded on MyConcern and appropriate referrals made.

The Chiltern School	COVID-19 school closure arrangements for Safeguarding and Child Protection	
----------------------------	---	---

Signed by Chair of Governors / Committee:	
Print Name:	Morwenna Scholes
Date:	April 2020
Signed by Headteacher	<i>Lisa Leonard</i>
Print Name:	Lisa Leonard
Date:	April 2020