



Safeguarding (Child Protection) Policy

Temporary Policy Addendum:

COVID-19 school closure arrangements for Sibford School's
Safeguarding (Child Protection) Policy

This Policy addendum is effective from 5th January 2021

Committee Responsible: School Committee

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Context:

To support public health efforts to arrest the rising cases of Covid-19 (Coronavirus), on 4th January 2021, The Prime Minister announced a new national lockdown for England, with people instructed to "stay at home" as they did during March's first lockdown.

All primary schools, secondary schools and colleges were instructed to move to online learning.

This addendum of Sibford School's Safeguarding (Child Protection) Policy contains details of our individual safeguarding arrangements.

Sibford School is in Tier 4.

Key contacts for Sibford School:

Contact details remain as per Sibford School's current Safeguarding (Child Protection) Policy which is available on the school website and on the Staff Files section of Firefly for Sibford School staff.

Vulnerable children

Vulnerable children and young people include those who:

- 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.

The DSL 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.

Sibford 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.

Critical workers

Parents whose work is critical to the coronavirus (COVID-19) and EU transition response include those who work in health and social care and in other key sectors outlined in government guidance, available online:

<https://www.gov.uk/government/publications/coronavirus-covid-19-maintaining-educational-provision/guidance-for-schools-colleges-and-local-authorities-on-maintaining-educational-provision>

Attendance monitoring

All pupils who are not expected to be in school during the lockdown weeks commencing 4th January but attend online lessons, should be recorded 'B' (which indicates 'educated off site').

Children for whom on-site provision is being provided should be recorded in line with the normal school attendance requirements. If pupils are not in school, or in online lessons, they are absent and should be recorded as absent in the normal way.

Shielding advice is currently in place in tier 4 areas, and so all children still deemed clinically extremely vulnerable are advised not to attend school.

Sibford School will follow up any pupil expected to attend, who does not.

Designated Safeguarding Lead

Sibford School has a Designated Safeguarding Lead (DSL), Tracy Knowles, and a DSL Team, Edward Rossiter, Victoria Macaulay and Helen Hoy.

A DSL will be available on site or contactable by phone at all times when working from home.

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 (Child Protection) Policy.

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

Safeguarding Training and induction

All existing school staff have had safeguarding training and have read part 1 of Keeping Children Safe in Education (2020).

Where new staff are recruited, or new volunteers enter Sibford School, they will continue to be provided with a safeguarding induction provided that:

- 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

Upon arrival, they will be given a copy of the receiving setting's child protection policy, confirmation of local processes and confirmation of DSL arrangements.

Safer recruitment/volunteers and movement of staff

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, Sibford 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 (2020) (KCSIE).

Sibford 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.

Sibford 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.

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. A sign in and out sheet is at the main entrance and line managers should be aware of staff on campus.

As such, Sibford 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 school

Sibford School will continue to provide a safe environment, including online. 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 the Sibford School' Safeguarding (Child Protection) Policy and, where appropriate, referrals should still be made to children's social care and as required, the police.

Sibford 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 there are virtual lessons, especially where webcams are involved:

For Staff and Pupils:

- Staff will set work on **Firefly**, this is the first place to check for lesson tasks. You should follow your timetable as if you were in school.
- Staff may enable students to join lessons via **Microsoft Teams**; students are reminded that this is a **teaching and learning** tool.
- **Cameras** should be ON during live lessons and you should be visible in your camera; if you are not visible you will be removed from the lesson. You should have your camera on unless you have a medical reason for this not being the case.
- Any computers used for Microsoft Team lessons should be in appropriate areas and with a **neutral background** in the video. There is a 'blur background' function on Teams.
- You must wear **suitable clothing**. No PJs, onesies, revealing clothing etc. Think of being suitably attired as if for a casuals' day.
- Staff will teach in group lessons only. They will not conduct any form of 1 to 1 session. If for any reason a 1 to 1 lesson is required by separate arrangement eg music lessons/SfL lessons, your parents should be with you when that takes place.

For Staff only:

- The live class should be **recorded** so that if any issues were to arise, the video can be reviewed.

For Pupils only:

- **High standards of learning behaviour** are expected at all times; if behaviour is inappropriate you will be removed from the lesson.
- Microsoft Teams records lessons on their back up system.
- Please be considerate when asking **questions**, staff may not be able to answer you immediately; the chat is the best place to ask a question.
- **Comments in the chat** should be courteous and focussed on learning and teaching.
- Find a quiet space where you can concentrate on your lesson uninterrupted by any members of your household.
- Students should communicate with staff either on Microsoft Teams during lesson times, or by **official school email** only.
- **Normal technology rules apply** whilst in an online lesson. Mobile devices should not be used to film/photograph any part of the lesson.
- Please use **headphones** on Microsoft Teams to guarantee your attention.
- Communication during lessons should be with the teacher only - not between you and your friends.

Supporting children not in school

Sibford 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 a child they feel may be vulnerable for any reason, a nominated person who knows the child well is elected to maintain regular contact with the pupil and alert the DSL or a member of the DSL Team if they feel extra support or intervention is required. In addition the DSL Team continue to monitor pupils they are concerned about.

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

Supporting children in school

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

Sibford School will continue to be a safe space for all children to attend and flourish. The Head will ensure that appropriate staff are on site and staff to pupil ratio numbers are appropriate, to maximise safety and ensure that safeguarding is strictly adhered to.

Sibford 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.

Peer on Peer Abuse

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

Where Sibford 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 (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.