

Colindale Primary School Addendum to Safeguarding/Child Protection Policy UPDATED 4th January 2021



Context

From 4th January 2021, 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 our Safeguarding and Child Protection policy contains details of our individual safeguarding arrangements during this time.

Keeping Children safe in schools

The way schools and colleges are currently operating in response to coronavirus (COVID-19) is fundamentally different to business as usual, however, a number of important safeguarding principles remain the same:

1. with regard to safeguarding, the best interests of children must always continue to come first
2. if anyone in a school has a safeguarding concern about any child they should continue to act and act immediately
3. a DSL or deputy should be available
4. it is essential that unsuitable people are not allowed to enter the children's workforce and/or gain access to children
5. children should continue to be protected when they are online

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1. Vulnerable Children

Vulnerable children are those who have a social worker and children who have an Educational Health Care Plan.

Local authorities have the key day-to-day responsibility for delivery of children's social care. There is an expectation that children with a social worker will attend provision, unless in consultation with the child's social worker and family, it is agreed that this is not in the best interests of the child.

We will continue to work with social workers to safeguard children.

Our Senior Leadership Team knows that we have the flexibility to offer a place to those on the edges of receiving children's social care support. The SLT has discussed these children and offered a place and/or support from the school's safeguarding team as appropriate. We have also offered places to those children who may not be able to engage sufficiently in on-line learning, possibly due to laptop or internet availability.

2. Attendance

We will ensure we have contact numbers for children, including emergency contacts.

We will follow up on any child that we were expecting to attend, who does not.

We will ask for help from our Educational Social Worker if we need support in contacting or tracing parents.

In all circumstances where a vulnerable child does not take up a place or discontinues, we will notify their social worker.

Colindale School will complete the daily online attendance form to keep a record of children of key workers and vulnerable children who are attending school.

3. Designated Safeguarding Lead

Our Safeguarding Lead is Lindy Napthine

Our Deputy Safeguarding Leads are Sarah Robertson and Emma Hurn.

Both have up-to-date training.

On a day when a designated or deputy safeguarding lead is not on site, they will remain contactable by phone and email.

Members of the SLT on site for the day will liaise with the DLS/Deputy DSL about any safeguarding issues brought to their attention.

SLT can access My Concern for files on children. SLT can take calls from social workers. SLT can access lists of vulnerable children in O365.

In the situation where the DSL and Deputy DSL are unwell, the SLT can contact Jane Morris – School Safeguarding and Exclusion Lead who has lists of DSLs who can advise.

4. Reporting a Concern

Where staff have a concern about a child, they should continue to follow the process outlined in the school Safeguarding Policy.

Staff are reminded of the need to report any concern immediately and without delay. Staff working on-site can discuss any concerns with the SLT member on site. They can also contact the DSL and Deputy DSL by phone or email. In an emergency, staff can make a MASH referral themselves.

Concerns must be logged on My Concern. All staff can access this remotely.

Where staff are concerned about an adult working with children in the school, they should report the concern to the headteacher.

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

5. Staff Training and Safeguarding Induction

All existing school and college staff will already have had safeguarding training and have read part 1 of KCSIE. The important thing for these staff will be awareness of any new local

arrangements so they know what to do if they are worried about a child. All staff will follow the guidance sent by the DSL. See attached below.

New staff will continue to receive the school's safeguarding induction, a copy of which is saved in the staff area.

6. Children Moving Schools

If one of our pupils moves to another setting, we will provide the new setting with information such as the child's EHCP; Child in need plan; Child Protection Plan as well as any information about educational and medical needs. The DSL or SENCO or HLTA will be able to access this information on the Staff Shared Drive.

7. Safer Recruitment/Volunteers and Movement of Staff

We will continue to follow the relevant safer recruitment processes for our school.

Members of the school staff who are already engaged in regulated activity (and who already have the appropriate DBS check) will not require another DBS check if they temporarily move to another school to support the care of children. The type of setting on the DBS check is not a barrier. The same principle applies if childcare workers move to work temporarily at our school. Colindale will risk assess as it would for a volunteer. We may choose to seek assurance from the current employer rather than requiring new checks.

We will continue to follow our 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.

Colindale Primary 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 will be made by emailing Misconduct.Teacher@education.gov.uk. All referrals received by the TRA will continue to be considered. Where referrals on serious safeguarding matters are received

and it is deemed that there is a public interest in doing so consideration will be given as to whether an interim prohibition order (IPO) should be put in place. The TRA will continue to progress all cases but will not schedule any hearings at the current time.

At Colindale we ensure that we are 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. We continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE. The SCR can, if required, provide the means to log everyone that will be working at Colindale on any given day, including any staff who may be on loan from other settings. The SCR can also be used to log details of any risk assessments carried out on staff on loan from elsewhere.

8. Online safety in school

Our school provides a safe online environment for our staff and children. Appropriate filters and monitoring systems are in place to protect children when they are online on the school IT system and when using recommended resources online. The roles of maintaining filters and monitoring systems are shared with a team during this period of school closure and Covid19 in case of staff illness. We follow our Remote Learning Policy.

9. Online Safety away from School

We follow our Remote Learning Policy.

Even though the majority of children will not be physically attending school, it is important that all staff who interact with children are aware of safeguarding issues to be aware of. This can also be observed through email and text communications. Staff must continue to look out for signs a child may be at risk. Any such concerns will be dealt with according to the guidelines set out in our staff handbook.

Staff must follow the advice set out in the Staff Handbook in relation to communications with staff and children. Staff can also speak to members of the SLT and Safeguarding staff for guidance with new situations.

The sites we recommend to parents and children during this period all work in line with the privacy and data protection/GDPR requirements. Only four of the suggested sites require logins and passwords and these have been securely shared with the individuals concerned through individual email correspondence. (Mathletics, LGfL, Purple Mash and Espresso.)

We continue to remind parents and children at home about the importance of using the rules of working online. That they never share their passwords or logins, or any information that is private and personal to themselves or their family. That they can raise concerns with what they see online either with parents, teachers or through reporting routes online.

Recommended sites are:

- Childline - for support
- UK Safer Internet Centre - to report and remove harmful online content
- CEOP - for advice on making a report about online abuse

10. Supporting children not in school

Children with Child in Need or Child Protection Plans are discussed regularly with the social worker. Meetings around these plans continue to be attended and contributed to.

The safeguarding team will continue to monitor families with safeguarding needs where children are not attending. This may be through a weekly welfare phone call check.

Children are discussed every week at our Senior Leadership Meeting and Phase Leaders and Safeguarding Leads update each other and wider groups of staff regularly about children's changing needs.

Food parcels are coordinated where necessary and laptop and internet connections are provided where at all possible.

11. Mental health

We recognise that distressing life events, such as the current circumstances, can affect the mental health of pupils and their parents. We will be aware of this when setting expectations of pupils' work where they are at home.

Children who are currently involved with CAMHS or our play therapist will be contacted by their therapist.

Staff in school have had training in Mental Health in children and will be able to support children in school as per usual.

Safeguarding Team contact details.

Safeguarding Contact	Name	Email & phone number
Designated Safeguarding Lead	Lindy Naphine	Office@Colindale.Barnet.Sch.UK 0208 8205 8706
Deputy Safeguarding Lead	Emma Hurn	
Deputy Safeguarding Lead	Sarah Robertson	
Early Help Coordinator	Jill Smith	
Headteacher	Lucy Rodgers	
Chair of Governors	Sheila Franks	
LA School Safeguarding & Exclusion Lead	Jane Morris	