



KINGS PRIORY SCHOOL

COVID 19 CHILD PROTECTION ANNEX

This addendum of the Kings Priory School (KPS) Safeguarding, and Child Protection policy contains details of our individual safeguarding arrangements in the following areas during the period of closure relating to COVID-19:

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Context:

From 20 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.

Details of Kings Priory School's response to this directive can be found attached.

Key contacts:

Role	Name	Contact	Email
DSL	Rebecca Watson (RWA)	07519 110286	Rebecca.watson@kps.woodard.co.uk
Deputy DSL	Phil Nicholson (PNI)	07519 110287	Phil.nicholson@kps.woodard.co.uk
Head Teacher	Philip Sanderson (PSA)	07519 110271	Philip.Sanderson@kps.woodard.co.uk
Designated teacher for LAC and PLAC	Kayleigh Pearson (KPE)	Via the Principal or DSL	Kayleigh.Pearson@kps.woodard.co.uk
E Safety officer	Nikolaus Kelsey	Via the Principal or DSL	Nikolaus.Kelsey@kps.woodard.co.uk
North Tyneside	Front Door	0345 2000 109	
Chair of Academy Council	Alison Smith	Via the clerk	heather.christopher@kps.woodard.co.uk

Vulnerable pupils:

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 and parents to decide whether they need to continue to be offered a school or college 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 **Mrs Rebecca Watson** (and deputy **Mr Phil Nicholson**), 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. KPS 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: **Mrs Kayleigh Pearson**.

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

KPS 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. KPS and social workers will agree with parents/carers whether children in need should be attending school. KPS will then follow up on any pupil that they were expecting to attend, who does not.

KPS 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:

- Registers are taken on entry every day and non-attendance is followed up by the nominated administrator present at registration.

To support the above KPS will, when communicating with parents 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, KPS will notify their social worker. Each child in this situation has a nominated link person.

Designated Safeguarding Lead:

KPS has a Designated Safeguarding Lead (DSL) and a Deputy DSL (DDSL).

The Designated Safeguarding Lead is: **Mrs Rebecca Watson** – RWA (Vice Principal).

The Deputy Designated Safeguarding Lead is: **Mr Phil Nicholson** - PNI (Vice Principal).

At KPS every member of the Senior Leadership Team (SLT) who will be present on site during this period of closure has been trained to DSL level and has direct daily contact with **RWA** (DSL) via email and telephone. RWA remains the DSL whilst off-site unless the Principal confirms other personnel for specific periods.

The Senior Leader on site will assume responsibility for co-ordinating safeguarding on site. This may include updating and managing access to our child protection online

management system; Gordian and liaising with the offsite DSL and as required, liaising with children's social workers where they require access to children in need and/or to carry out statutory assessments.

KPS staff and volunteers all continue to have access to a trained DSL (or deputy). On each day staff on site will be made aware of who the member of SLT is coordinating the site and will be reminded of how to contact RWA. RWA will continue to engage with social workers, and attend all multi-agency meetings, which can be done remotely.

This information has been shared with staff and the community.

Reporting a concern:

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

In the unlikely event that a member of staff cannot access their Gordian account from home, they should email or telephone **RWA** (DSL). In the absence of RWA they should contact **PNI** (DDSL). 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 their concern directly to **Mr Philip Sanderson** (The Principal).

If there is a requirement to make a notification to The Principal whilst away from school, this should be done via telephone and then followed up with an email.

Concerns around The Principal should be directed to the Chair of Governors: **Mrs Alison Smith**.

Woodard Academy Trust (WAT) will continue to offer support in the process of managing allegations.

Safeguarding Training and induction:

DSL training via North Tyneside 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, the 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.

All existing school staff have received safeguarding training and have read Part 1) of Keeping Children Safe in Education (2019) (KCSIE).

RWA will 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, or new volunteers enter KPS, they will continue to be provided with a safeguarding induction. If staff are deployed from another education or children's workforce setting to KPS, 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:

- 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.

For movement within WAT, KPS will seek assurance from WAT HR Manager that the member of staff has received appropriate safeguarding training. Upon arrival, they will be given a copy of KPS'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, KPS will continue to follow the relevant safer recruitment processes for our 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. Where KPS 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. KPS 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. KPS 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/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, KPS 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:

KPS will continue to provide a safe environment, including online. This includes the use of an online filtering system.

Where pupils 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 Child Protection 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 KPS Code of Conduct. Further guidance on this can be found in our Home Working Guidance document.

KPS 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:

- No interactive live video feed to be used.
- Pre-recorded video can be used but appropriate clothing should always be worn. All videos should only be filmed in appropriate venues i.e. no bedrooms.
- Language must be professional and appropriate, including any family members.
- No WhatsApp/texting groups should be set up.
- The only IM method that can be used is Google Hangouts.
- Staff must only use platforms approved by KPS to communicate with pupils.
- Staff should record the length, time, date and attendance of any sessions held.

KPS E Safety officer is **Mr Nik Kelsey**.

Supporting children not in school:

KPS 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, we will ensure that a robust communication plan is in place for that pupil. Details of this plan must be recorded on the central well-being log and Gordian, as should a record of any contact made.

The communication plans may include; remote contact, telephone contact, door-step visits. Other individualised contact methods will be considered and recorded. KPS pastoral teams and its DSL will work closely with all stakeholders to maximise the effectiveness of any communication plan.

Each communication plan will be reviewed regularly (at least once a fortnight) and where concerns arise, the DSL will consider any referrals as appropriate. KPS will continue to share safeguarding messages on its website and social media pages.

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

KPS 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 centrally and/or on Gordian if required.

Pupils who are currently accessing counselling through our school service will be offered to continue with this remotely. In addition, all pupils from Year 7 upwards have access to online support via Kooth.

Supporting children in school:

KPS is committed to ensuring the safety and wellbeing of all its pupils and will continue to be a safe space for all children to attend and flourish. The Principal will ensure that appropriate staff are on site and staff to pupil ratio numbers are appropriate, to maximise safety.

KPS 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 COVID-19.

KPS 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 centrally and/or on Gordian.

Where KPS has concerns about the impact of staff absence, such as a suitably qualified DSL or first aiders, The Principal will discuss them immediately with WAT.

Peer on Peer Abuse:

KPS recognises that during the closure a revised process may be required for managing any report of such abuse and supporting victims. Where KPS 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 of the Child Protection Policy. KPS will listen and work with the young person, parents and any multiagency partner required to ensure the safety and security of that young person.

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

Operation Encompass and Endeavour:

At this time Operation Encompass and Operation Endeavour processes continue with Children's Social Care sending key adults the Child Concern Notifications but times may vary due to staff capacity. As with school holidays, KPS may only be able to note information for future reference but if KPS have any further concerns the DSL will contact the MASH helpline (0191 643 5555) and/or the Front Door (0345 2000 109) if a safeguarding referral is needed.

North Tyneside support:

In addition to direct safeguarding calls to the Front Door, MASH have recently developed a dedicated telephone advice line to safeguarding professionals. The aim is to assist professionals in coming to an informed decision about whether a safeguarding referral to the MASH should be made or other action taken. The telephone line is only available to safeguarding professionals and is not intended for family members, carers or members of the general public.

Professionals can access the advice line between 8:30am and 5:00pm Monday to Thursday and 8:30am to 4:30pm on Fridays. Any safeguarding referrals will still need to be made through the Front Door **0345 2000 109**. Details of this has been shared with all relevant staff at KPS.

MASH Education will run as normal, contacting schools with regards to MASH and MARAC requests for information and occasionally for contact numbers to enable MASH colleagues to get in touch with parents. MASH Education will contact RWA for all MASH/MARAC requests.

Support from Woodard Academies Trust (WAT):

WAT Central Safeguarding Team will provide support and guidance as appropriate to enable the DSL to carry out their role effectively. This includes, remotely accessing Child Protection files for the purpose of quality assurance, support, guidance and direction. WAT will also provide regular group and individual supervision sessions. This may take the form of an online meeting.