Appendix to Child Protection Policy:
Keeping children safe during COVID-19 pandemic

KCSIE is statutory safeguarding guidance that schools and colleges should continue to have regard to as per their legislative duty and/or funding agreement requirements. Whilst acknowledging the pressure that schools and colleges are under, it remains essential that as far as possible they continue to be safe places for children. This guidance supports governing bodies, proprietors, senior leadership teams and designated safeguarding leads (DSLs) so they can continue to have appropriate regard to KCSIE and keep their children safe. It suggests where schools and colleges might consider safeguarding policy and process differently when compared to business as usual.

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:

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

Schools and colleges should, as far as is reasonably possible, take a whole institution approach to safeguarding. This will allow them to satisfy themselves that any new policies and processes in response to COVID-19 are not weakening their approach to safeguarding or undermining their child protection policy.

During this pandemic the situation is a constantly changing and provision and practice will constantly require review. Consideration will regularly be given to:

- any updated advice received from the local safeguarding partners
- any updated advice received from local authorities regarding children with education, health and care (EHC) plans, the local authority designated officer and children's social care, reporting mechanisms, referral thresholds and children in need

- Staff and agencies employed to support childcare provision in school should follow the usual school procedures if they have concerns about a child in or out of school, acting immediately on any safeguarding concern:
    - If the child is in immediate danger call 999 and report to the police
    - Call First Response to report the concern: 08001313126
    - Record their concern on a yellow form (available all around the school) following the normal procedure.
    - Pass the form onto the DSL or DDSL in school at the time.
      DSL   Jenny Wallbank
      DDSLs   Caroline Hall / Kate Devitt / Claire Bevan
    - In the event of a DSL / DDSL not being on premises at that point in the day, leave on the Head Teacher's desk in a sealed envelope – the Head Teacher (DSL) will be back at 3pm to lock up the school and so will follow up the concern then. Staff / agency staff should text / call the Head Teacher to alert that a concern has been raised. (Head Teacher lives 6 minutes from the school).

- Staff in school will continue to work with and support Social Workers and the local authority Virtual School Head (VSH) for looked-after and previously looked after children.

- Peer on peer abuse - given the very different circumstances schools are operating in, a revised process will be required for managing any report of such abuse and supporting victims (the principles as set out in part 5 of KCSIE should continue to inform any revised

approach). Guidance will be shared with parents of how to manage and report allegations made by their child with the offer of email / phone support from school. E mail and telephone support can also be offered directly to the pupil victim.

- The Community Academies Trust Whistle-blowing Policy still applies in school which states if staff or volunteers have concerns about a staff member or volunteer who may pose a safeguarding risk to children they should inform the Head Teacher in the first instance. In the current circumstances, if the risk involves the Head Teacher, the concerns should be reported to a member of the Community Academies Trust Board (contact details on the CAT website). The principles in part 4 of KCSIE will continue to support how a school or college responds to any such concerns.

- 'Vulnerable' pupils who do not attend the childcare facility offered at school and those we are concerned about who do not meet the 'vulnerable' definition will be telephoned x2 times per week – with the opportunity taken to talk to the children where possible.

- Whilst pupils are not physically attending school, reminder e mails / text messages will be sent each week and posted on the website to support parents / carers to keep their children safe, especially online and remind the children of what they have been taught about online safety. Reminders will be shared of how to report abuse or concerns online.

- Vulnerable pupils have been identified (listed by category) on a data base held by the Head Teacher Jenny Wallbank (DSL) and School Liaison and Support Officer Claire Bevan (DDSL) along with parent / carer contact details and social worker details.

- The DfE attendance form is completed daily and attendance is also reported to Community Academies Trust and the Tamworth local authority Hub.

- We recognise that negative experiences and distressing life events, such as the current circumstances, can affect the mental health of pupils and their parents:
  - Teachers are aware of this in setting expectations of pupils' work where they are at home.
  - All staff have attended emotion coaching training and are aware to use these techniques to support pupils of displaying behaviours or emotional states of concern.
  - School email address and the specific email address of Claire Bevan (School Support and Liaison Officer) is on the school website and has been shared with parents and KS2 pupils so that follow up support can be offered by email or phone call.

- In school, online filters and monitoring systems remain in place. Laptops that have been borrowed by staff for working at home during the closure period will be thoroughly checked and cleansed by the IT Technician on return before being made available again to the pupils.

- Staff are aware of their responsibilities for keeping children safe online when setting learning activities for them either through the school website or through Dojo.
  - Staff are aware that they must still follow the school's code of conduct.
  - Recommendations for sites to support online learning are all vetted by staff and are in line with privacy and data protection / GDPR requirements, with personal pupil data shared only with online learning tools that are already declared and used in school.
  - Signposts for support for children and parents online will be regularly shared by text, email and on the school website.
  - Texts and emails to parents during the closure period regularly remind and reinforce online safety to parents with guidance of where they can access further information.

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