

Child Protection Policy Addendum in Response to Covid-19

April 2020 – Version 1

Based on DfE guidance ‘Coronavirus (COVID-19): safeguarding in schools, colleges and other provider’ March 2020:

<https://www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers>



**THE EDUCATION
PEOPLE**

Joydens Wood Infant School

Child Protection Policy Addendum in response to Covid-19

Policy Author: R.Hately

Date written/Updated: **3rd April 2020**

Date shared with staff: **3rd April 2020**

This addendum will be reviewed following any updates to national and local guidance and procedures and reshared as required.

1. Context

- On 20th March 2020 parents were asked to keep their children at home, wherever possible, as part of the response to coronavirus (COVID-19). Schools and 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.
- The way Joydens Wood Infant School is currently operating in response to coronavirus is fundamentally different, however, our safeguarding principles in accordance with 'Keeping Children Safe in Education' (KCSIE) 2019, remain the same:
 - the best interests of children will always come first
 - if anyone has a safeguarding concern about any child they should continue to act and act immediately
 - a DSL or deputy DSL is available
 - 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
- This addendum of Joydens Wood Infant School Child Protection policy contains details of any amendments to our existing safeguarding arrangements.

2. Key School Contacts

	Name	Email	Phone Number
Designated Safeguarding Lead (DSL)	Carly Adams	c.adams@joydens.org	01322523188
Deputy Designated Safeguarding Leads	Emma Barnett Ellie East	senco@joydens.org e.blancke@joydens.org	Or Senior Leaders Mobile: 07719553427
Headteacher	Rachel Hately	headteacher@joydens.org	
Chair of Governors	Aimee Gardner	a.gardner@joydens.org	
Safeguarding Governors	Sue Grimble Leon Dawson	s.grimble@joydens.org l.dawson@joydens.org	

3. Designated Safeguarding Leads (DSLs)

- **Joydens Wood Infant School** Lead Designated Safeguarding Lead: Carly Adams and Rachel Hatley
- **Joydens Wood Infant School** Deputy Designated Safeguarding Lead(s): Emma Barnett & Ellie East
- Ideally a DSL (or deputy) will be present on-site however if this is not possible, the named DSL Rachel Hatley, will be available to be contacted via phone.

Point of Contact	
1 st	Rachel Hatley
2 nd	Carly Adams
3 rd	Emma Barnett or Ellie East

- Should this not be possible then Joydens Wood Infant School will share a DSL or deputy from Joydens Wood Junior School, who will be available to be contacted via phone or video call.
- Where a trained DSL (or deputy) is not on site, in addition to the above, a team leader will assume responsibility for co-ordinating safeguarding on site.
- This will include updating safeguarding records using CPOMs and liaising with the offsite DSL (or deputy) and as required liaising with social workers where they require access to children in need and/or to carry out statutory assessments at the school/college.
- All staff on-site will have access to a trained DSL (or deputy) and know on any given day who that person is, and how they can speak to them.
- Up to date details of the DSL/Deputy DSLs will be visible to staff and children.
- The DSL/Deputy DSL's will continue to engage with social workers, and attend all multi-agency meetings, which can be done remotely.

4. Vulnerable children

- Ensuring that vulnerable children remain protected is a top priority for Joydens Wood Infant School.
 - 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. Please see DfE guidance for further information on [vulnerable children](#).
- There is an expectation that children with a social worker will attend a provision, unless in consultation with the child's social worker and family it is agreed this is not in the best interests of the child. Where parents are concerned about the risk of the child contracting COVID19, professionals will talk through these worries with the parent/carer following the advice set out by Public Health England.
- Children with an EHC plan will be risk-assessed in consultation with the Local Authority and parents and a decision will be made about whether they should continue to attend school.
- Joydens Wood Infant School has the flexibility to offer a place to other learners who may also be considered vulnerable by the **school**. Please contact **Rachel Hatley** to discuss this further.
- If vulnerable children are not attending school, we will regularly keep in contact by telephone with them by undertaking weekly phone calls/video calls.

- **Joydens Wood Infant School** will continue to work with those professionals involved with children and share relevant information with them such as social workers, early help workers and virtual school heads (VSH). This is especially important during the COVID-19 period.
 - This will include information about attendance and any welfare concerns.
 - If there is a safeguarding concern, this will be shared with the relevant professional as soon as possible.
- Joydens Wood Infant School will encourage our vulnerable children and young people to attend a school, including remotely if needed.

5. 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.
- Joydens Wood Infant School and social workers will agree with families/carers whether children in need should attend and Joydens Wood Infant School will follow up with family/carers where a child/children are supposed to be attending but do not.
- In all circumstances where a vulnerable child/children does not take up their place, or discontinues, Joydens Wood Infant School will notify their social worker and follow up with the family/carer.
- Joydens Wood Infant School will also follow up with families/carers that have arranged a place for their child/children, namely keyworkers or children that are considered vulnerable but not open to any agencies and do not attend.
 - Staff will continue to work with and support children's social workers to help protect vulnerable children.
- Joydens Wood Infant School will complete both the KCC and government [daily online attendance](#) form to keep a record of children of critical workers and vulnerable children who are attending school/college.

6. Reporting concerns

- All staff will continue to look out for any signs that indicate a child may be at risk, both on and off site, including online.
 - If a member of staff has any safeguarding concerns about a child, this will be reported to the DSL as soon as possible both **in person/or on the phone and on the school's CPOMs system immediately.**
 - In the event a member of staff cannot make contact with a DSL, this will not delay them taking immediate action to safeguard a child.
 - Concerns will be recorded using the existing **CPOMs system** for safeguarding processes as outlined in our Child Protection Policy.
- Learners are encouraged to report concerns to their parents.
- Parents/carers are encouraged to report concerns by emailing headteacher@joydens.org
- Where staff are concerned about an adult working with learners, they should report the concern to the headteacher.
 - If there are concerns about any member of staff or volunteer, the LADO service will be consulted with.
 - Concerns around the headteacher should be directed to the Chair of Governors.

7. Safeguarding training and induction

- DSL training is 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 (or deputy) who has been trained will continue to be classed as a trained DSL (or deputy) even if they miss their refresher training.
 - Formal DSL refresher training will be undertaken as soon as possible. DSLs will continue to keep their knowledge up to date through other means.
- All existing staff have read KCSIE 2019 Part 1 and accessed safeguarding training.
 - Staff will be made aware if any processes have changed with the sharing of this addendum and the DSL will communicate any changes to local processes directly.
- All new staff and volunteers will have an induction provided via the DSL and will be provided with a copy of the Child Protection Policy and Covid-19 Addendum.
- DSLs will make a decision as to what induction for staff may be needed on a case by case basis upon their attendance to site, dependent on existing skills, knowledge and the current information that has been shared by the Local Authority, DfE and Public Health.

8. Safer recruitment

- It remains essential that people who are unsuitable are not allowed to enter the children's workforce or gain access to children.
- During Covid-19 if Joydens Wood Infant School recruit new staff we will continue to follow the relevant safer recruitment practices.
- If volunteers are recruited Joydens Wood Infant School will continue to follow the guidance in accordance with KCSIE 2019 and. Volunteers who have not had the relevant checks will not be left unsupervised with a child.
- If staff from other settings volunteer or begin working at Joydens Wood Infant School we will ensure they have a relevant DBS check following DfE guidance at this time. Joydens Wood Infant School will risk assess staff from other settings, as we would for a volunteer.
- If staff are deployed from another education or children's workforce setting to our **school** 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 (**Appendix 1**)
- 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.
- Joydens Wood Infant School will continue to refer to the DBS anyone who has harmed or poses a risk of harm to a child in accordance with KCSIE 2019.
- Joydens Wood Infant School will continue to consider and make referrals to the Teaching Regulation Agency (TRA) where appropriate. During the period Covid-19 all referrals will be made by emailing misconduct.teacher@education.gov.uk.
- Joydens Wood Infant School will continue to update the single central record for their own staff using CPOMs Staff Safe.
- In the event staff are 'loaned' from other settings, DSLs will ensure a statement from the current employer is obtained to prove their suitability to work with children and to confirm that all relevant safeguarding checks have been obtained.

9. Supporting children in school

- A senior member of staff will ensure that there are appropriate staff on site and that staff to learner ratios have been considered to maximise the safety of children.
- Joydens Wood Infant School will follow the current government guidance in relation to social distancing and all matters relating to public health from the respective websites and outlets ([Social Distancing Guidelines](#))
- Joydens Wood Infant School will ensure that all children who are either categorised as vulnerable or children of critical workers and are in attendance are appropriately supported.
- Joydens Wood Infant School will continue to record any support provided to children in relation to safeguarding issues on their respective safeguarding recording system.

Peer on Peer Abuse

- Joydens Wood Infant School continues to recognise and respond to cases of Peer on Peer abuse by considering each incident on a case by case basis and basing any intervention on usual processes outlined within KCSIE 19.
- Joydens Wood Infant School recognises that the current circumstances and the changeable nature of current Government guidance may mean that the **school** may need to adapt elements of the process in some cases to ensure that they are able to respond in line with Government advice when required.
- The DSL will continue to consult as appropriate with multi-agency professionals to ensure that children's safety and wellbeing is not compromised when incidents of peer on peer abuse are brought to their attention.

Online safety

- Joydens Wood Infant School expectations with regards online behaviour and education when using **school** provided devices or internet access on site will continue to be implemented in line with existing policies. Any concerns regarding onsite online behaviour or use will be responded to in line with existing policies.
- Joydens Wood Infant School will continue to provide a safe online learning environment where learners use **school** provided devices on site; appropriate filtering and monitoring will continue to be implemented.
 - Learners internet use will be supervised by staff according to their age and ability and learners will be directed to use appropriate online resources and tools.
- All staff are permitted to have their mobile phones on them and '**on loud**' to ensure communication during the Covid-19 pandemic is of the highest rapidity. Staff are not permitted to take pictures/videos on their personal devices as per the Acceptable Usage Policy.

10. Supporting children not in school

- All DSLs will continue to identify those vulnerable children that would benefit from Early Help as identified in KCSIE 2019, provide pastoral support and consider whether they would benefit from external support also.
- There will be clear plans around how best to communicate with learners who are identified as vulnerable, as well as those about whom DSLs have concerns about who do not receive a statutory service.
 - This could include telephone contact and/or doorstep visits but is at the discretion of the DSL.

- Joydens Wood Infant School and the DSL will work closely with all relevant agencies and professionals regarding safeguarding a child who is not on site.
 - Any plans will be reviewed regularly and if concerns become significant, the DSL will consider any requests for support if considered appropriate.
- Joydens Wood Infant School recognises that this is a difficult time for children and young people who consider **school** as a safe place and the current situation may impact on learners', staff and parent/carers mental health.
- The **school** will utilise its website and social media presence to ensure that safeguarding messages are shared with children and their families. This will include links to appropriate services and resources that are aimed at supporting them throughout this period.

Online safety away from School

- All staff will continue to look out for any signs that indicate a child may be at risk online and will report and respond to concerns in line with the Child Protection Policy addendum.
 - Where necessary, referrals will be made to LADO, children's social care and as required, the police.
- Learners are encouraged to report concerns to a member of staff or a trusted adult at home. Where this is not possible, additional support can be accessed online via:
 - The school website: <http://joydens-wood-infant.kent.sch.uk/>
 - Childline: www.childline.org.uk
 - UK Safer Internet Centre's 'Report Harmful Content': <https://reportharmfulcontent.com>
 - National Crime Agency Child Exploitation and Online Protection Command (NCA-CEOP): www.ceop.police.uk/safety-centre
- Parents/carers are encouraged to ensure children are appropriately supervised online and that appropriate parent controls are implemented.
- All communication with learners and parents/carers will take place using **school** provided or approved communication channels; for example, **school** provided email accounts and Class Dojo.
- Joydens Wood Infant School will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements.
- Staff and learners will engage with remote teaching and learning in line with existing behaviour principles as set out in our **School's behaviour policy/code of conduct**.
- When delivering remote learning, staff will:
 - Only use online tools that have been evaluated and agreed by leadership.
 - Ensure remote learning activities are planned in accordance with our curriculum policies, taking learner needs and technology access into account.
 - Where possible, pre-record content.

11. Additional support and links

- As well as through existing **school** mechanisms, learners, staff and parents/carers can access age appropriate and practical support and advice via a range of national and local services:
 - Childline: www.childline.org.uk
 - Kent Resilience Hub: <https://kentresiliencehub.org.uk>
 - NSPCC: <https://learning.nspcc.org.uk/safeguarding-child-protection/how-to-have-difficult-conversations-with-children/>

DfE Guidance

- Closure of educational settings: information for parents and carers: www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/closure-of-educational-settings-information-for-parents-and-carers
- Vulnerable Children Guidance: www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-vulnerable-children-and-young-people/coronavirus-covid-19-guidance-on-vulnerable-children-and-young-people
- COVID-19: guidance for educational settings: www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19
- Coronavirus (COVID-19): safeguarding in schools, colleges and other providers: www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers
- Coronavirus (COVID-19): attendance recording for educational settings: www.gov.uk/government/publications/coronavirus-covid-19-attendance-recording-for-educational-settings

Specific Links relating to Coronavirus for Learners and Parents/Carers

- Kent County Council: www.kent.gov.uk/social-care-and-health/health/coronavirus
- Childline: www.childline.org.uk/info-advice/your-feelings/anxiety-stress-panic/worries-about-the-world/coronavirus/
- Mind: www.mind.org.uk/information-support/coronavirus/coronavirus-and-your-wellbeing/
- Young Minds: <https://youngminds.org.uk/blog/talking-to-your-child-about-coronavirus/>
- Kent Children's University: Home Resources Learning Packs: www.theeducationpeople.org/blog/kent-childrens-university-home-learning-resources-pack-is-live/
- Children's Commissioner:
 - Children's guide to coronavirus: www.childrenscommissioner.gov.uk/publication/childrens-guide-to-coronavirus/
 - Resources for parents during coronavirus: www.childrenscommissioner.gov.uk/coronavirus/resources/
- Sport England: www.sportengland.org/stayinworkout
- Place2be:
 - www.place2be.org.uk/about-us/news-and-blogs/2020/march/coronavirus-supporting-children-who-may-be-especially-vulnerable/
 - www.place2be.org.uk/about-us/news-and-blogs/2020/march/coronavirus-information-for-children/

Online Safety

- NCA-CEOP: www.thinkuknow.co.uk/
- Internet Matters: www.internetmatters.org/
- Childnet: www.childnet.com/blog/keeping-children-happy-and-safe-online-during-covid-19
- UK Safer Internet Centre: www.saferinternet.org.uk/blog/working-remotely-advice-professionals-parents-posh-rhc
- NSPCC: www.nspcc.org.uk/keeping-children-safe/online-safety/
- Parent Info: <https://parentinfo.org/>
- BBC Own it: www.bbc.com/ownit

Domestic Abuse

- Domestic Abuse Services: www.domesticabuseservices.org
- Victim Support: 0808 16 89 111 www.victimsupport.org.uk/help-and-support/get-help/supportline
- Look Ahead Care & Support – Service provider West Kent (Sevenoaks, Tunbridge Wells, Tonbridge and Malling): www.lookahead.org.uk/
- Oasis Domestic Abuse service – Service provider, East Kent. (Thanet and Dover): www.oasisdaservice.org/home
- Clarion Housing Association – Service provider for North and South Kent
 - North Kent: (Dartford & Gravesham, Swale and Maidstone) Clarion DA confidential Helpline: 07376 637069 (Mon-Fri 9am – 5pm)
 - South Kent: (Ashford, Folkestone & Hythe and Canterbury) Rising Sun Domestic Abuse service helpline: 01227 452852 (Mon-Fri 9am – 5pm)
- National Women's Aid Domestic Abuse 24hr helpline:0800 2000247

(Appendix 1) Safeguarding Statement for Joydens Wood Infant School

This statement will be provided to any settings that require 'loaned' staff.

<ul style="list-style-type: none">• I can confirm that the staff listed below have been subject the necessary Safer Recruitment Checks of:<ul style="list-style-type: none">○ an enhanced DBS○ children's barred list check• I can confirm that there are no known concerns about any of the individual's listed below, particularly in reference to their suitability to work with children.• I can confirm that no staff list below are subject to an ongoing disciplinary investigation.	
Staff Members of Joydens Wood Infant School	
Name of Staff Member	Role in the School during Covid-19