

Roman Road Safeguarding Policy and Measures for COVID-19

April 2020

Context

In response to coronavirus (COVID-19) most children are no longer in a school setting and staff numbers have been affected by the outbreak. Schools have been asked to provide care for children who are vulnerable and children whose parents are critical to the COVID-19 response. This Annex to our Safeguarding policy sets out details of our safeguarding arrangements.

Maintaining existing Safeguarding practise

During these challenging times, the safeguarding of all children at our school – whether they are currently at home or in attendance – continues to be our priority. The following fundamental safeguarding principles remain the same:

- the best interests of children continue to come first
- if anyone in our school has a safeguarding concern, they will act immediately
- a designated safeguarding lead (DSL) or deputy DSL will always be available
- no unsuitable people will be allowed to gain access to children
- children should continue to be protected when they are online.

All staff working at school are to follow the school's usual safeguarding reporting procedures. They are to report CP concerns directly and promptly to the designated lead or deputy as and when concerns arise (by phone/email). In all cases this is in line with the current Safeguarding Policy.

Our procedures and policies remain the same for areas such as health and safety, SEN, bullying, peer on peer abuse and online safety at school. Any issues or concerns regarding the above will be dealt with by the relevant school lead.

Staff training and induction

All current school staff have received safeguarding training and have read Part One and Annex A of Keeping Children Safe in Education.

No new staff or volunteers will be permitted to attend or work in school during Covid 19 period. Parents will not be permitted to assist in school.

In the case of new children joining school

Children may join our school from other settings. When they do, we will seek from those settings the relevant welfare and child protection information. This is relevant for all children that join us, but it will be especially important where children are vulnerable.

For vulnerable children, we will ensure we understand the reasons for the vulnerability and any arrangements in place to support them. If applicable we will seek access to that child's EHC plan, child in need plan, child protection plan or, for looked-after children, their personal education plan and know who the child's social worker (and, for looked-after children, who the responsible VSH is). Ideally, this will happen before a child arrives, but where that is not possible, it will happen as soon as reasonably practicable.

Any exchanges of information will happen at DSL (or deputy) level, and likewise between special educational needs co-ordinators ie for pupils with SEN / EHC plans. We have means of record sharing and transfer through remote desktop.

Roles, responsibilities

The roles and responsibilities for safeguarding in our school remain in line with our current Child Protection Policy and structure.

If possible, a member of our safeguarding or leadership team will be available on site during the school day. Where this is not possible, we will:

- have a designated or deputy SL available by phone, email and/or skype
- all staff have access to contact the school Head Teacher

Whilst the school is open, staffing is on a rota basis. On any given day the most senior teacher on duty is responsible for contacting the designated lead or other members of the Safeguarding team if and when concerns arise.

Allegations

During this period any allegations will be investigated following usual school procedures. Allegations will be investigated by the DHT or AHTs in the first instance. If the school require LADO support, this will be managed by the HT or the DHT.

Communications

All staff and school Governors have received the Safeguarding updated policy by email and have been asked to confirm they have read the policy.

Specific adaption to policy and procedure for COVID 19

During the period of school closure due to the COVID 19, we have maintained our current policies and practise for Safeguarding. In addition, we have adapted our provision and policy for parents, staff and children.

School Places

- School, in consultation with allocated social workers have offered and or provided school places for our most vulnerable children; pupils with an allocated Social Worker, and children with an EHCP. (We have also offered places to children where both parents are key workers.)

Ongoing Safeguarding measures for COVID 19

- We are safeguarding all members of the school community against COVID 19 by following robustly the Government's advice and guidelines.
- We have a record of which staff are on site daily
- Staff on duty know the names of any vulnerable children that are due in school. If any vulnerable children are due in, but do not attend, we will attempt to contact the family immediately. If contact cannot be made, the DSL or a deputy DSL will be informed. The DSL or a deputy will attempt to contact the parents. If contact cannot be made, we will contact the family social worker.
- IT staff, notably our IT lead, is available by email or phone and can action via remote desktop. We also have the school reception fully manned.

Role of DSL and Deputy, of LAC coordinator and of School Leadership

- The safeguarding lead and deputy are aware of the pressures on Newham Social care and are aware of adaptations. They know how to make referrals to the MASH team
- The Safeguarding Team and LAC coordinator are maintaining all scheduled and ongoing CP/CIN/LAC meetings by telephone conference or skype
- The Safeguarding Team and LAC coordinator have immediate access to all CP computerised files via remote desktop
- The Safeguarding lead/DHT communicates with the Head Teacher on a daily basis.
- All staff have been given the DSL and deputies mobile numbers and both have been given an additional work mobile by the school
- The leads for Child Protection and Looked After Children are phoning identified vulnerable families/children weekly. This is to both ensure that the children are safe /not at risks and to support parents if needed.

Communications with parents

- We have placed information on our weekly letter home to help parents, staff and children know how to raise safeguarding concerns or raise any mental health concerns. They have been requested to contact school and ask for the designated lead or any of the safeguarding team. We are also signposting support available such as Child Line/Samaritans
- Should there be a family bereavement the HT or DHT would call to offer condolences and signpost support if requested
- We are sending general updates to all parents weekly via PING
- Safeguarding information is sent out to parents alongside on line learning correspondence.

Review

This policy will be reviewed by our DSL (or deputy), who, along with the HT, is responsible for ensuring that this policy is adhered to on a weekly basis as circumstances continue to evolve or following updated advice or guidance. The policy is available on the school website.

Designated Safeguarding Lead
John Gordon
2.4.2020