

CHILD PROTECTION AND SAFEGUARDING POLICY including EYFS DURHAM HIGH SCHOOL

COVID-19 Annex to our Child Protection Policy

Reviewed September 2020

This policy links to the following policies and procedures: Child Protection Policy, Staff Code of Conduct, ICT Code of Conduct, Health and Safety policy, Whistle-Blowing policy, Anti-bullying Policy

The current school position and local advice

This annex applies during the period of school closure due to COVID-19, and sets out some of the adjustments we are making in line with the changed arrangements in the school and following advice from government and local agencies. It reflects updated advice from our local safeguarding partners (County Durham Clinical Commissioning Groups, Durham County Council, Durham Constabulary) and our local authority.

There have been significant changes in our operations at Durham High School in response to the outbreak.

Following the easing of lock-down, Durham High School reopened to all staff and pupils in September 2020. Should we be required to close again, we will provide childcare for key workers (as defined by Government), vulnerable children and children with Education, Health and Care (EHC) plans. These children will be supervised in School by a rota of Durham High School staff, while a member of the Senior Leadership Team will also be on site. A First Aider will be on site at all times.

We are aware that this difficult time potentially puts all children at greater risk. The pressures on children and their families at this time have been significant through being contained at home and with possible financial or health anxieties. These pressures should be considered at all times, and particularly in the event of further lock-downs in the setting of any work for children to undertake at home. As children are likely to be spending more time online we are aware of our responsibility to advise them and their parents about how to stay safe when using the internet (see below). Staff will continue to be alert to any signs of abuse, or effects on pupils' mental health that are also safeguarding concerns, and act on any concerns immediately, informing the DSL.

Despite the changes, we still have regard to the statutory safeguarding guidance, Keeping Children Safe in Education and the School's Child Protection Policy is fundamentally the same:

- The best interests of our pupils must always come first;
- staff should immediately contact the Designated Safeguarding Lead (DSL) with any concerns, in line with our established safeguarding procedure;
- The DSL or a Deputy DSL should be available at all times;
- It is essential that unsuitable people do not enter the school workforce or gain access to children;
- Children should continue to be protected when they are online.

Any changes to our normal child protection policy takes into account the Department for Education's Coronavirus: safeguarding in schools, colleges and other providers, and should be read in conjunction with that policy.

Reporting arrangements

The school's reporting arrangements continue in line with our Child Protection Policy. The Designated Safeguarding Lead is Linda Ibbott and the Deputy DSLs are Simone Niblock, Katherine Anderson, Julia Tomlinson, Clare Wheeler, Judith Lonsdale, Kathryn Hall (EYFS) and Andrea Thompson (Headmistress' PA).

In the event of any further lock-downs, the School's approach to the COVID-19 crisis ensures the DSL or a Deputy DSL is always on site while the school is open to pupils, therefore our standard reporting procedures remain unchanged. In the unusual circumstance that this is not possible, the DSL or Deputy DSL will be contactable by telephone. A member of the Senior Leadership Team will contact supervising staff by 7.30am to advise that they are acting in an on-site safeguarding role and provide contact details for the DSL or Duty Deputy DSL who will be taking responsibility for co-ordinating safeguarding that day.

Staff will continue to follow the Child Protection procedure and advise the DSL immediately about concerns they have about any child, whether in school or not. COVID-19 means a need for increased vigilance due to the pressures on services, families and young people, rather than a reduction in our standards. Staff working from home should contact Reception and will be informed of who is the Duty DSL on that day, along with contact details should any concerns arise for children at home.

The DSL will ensure that child protection information is kept updated on CPOMS and liaise with children's social workers where they need access to children in need and/or to carry out statutory assessments. The DSL and deputies know who the most vulnerable children in our School are.

Children's services may be affected by the impact of the virus on staff and an increased demand for services. Where a child is at risk of significant harm, refer concerns to First Contact tel: 03000 267 979.

Supporting Vulnerable Children

Heads of Year (Senior House) and the Head of Junior House have identified the most vulnerable children and we have put in place specific arrangements in the event of school closure in respect of the following groups:

- Children subject to a Child Protection Plan
- Children who have, or have previously had, a social worker. There is an expectation that children with a social worker must attend school, unless in consultation with the child's social worker and family it is agreed this is not in the best interests of the child.
- Children with an EHCP
- Other children the school considers vulnerable. More children may be added to this group in response to concerns raised with the DSL. These children can be offered care at school if appropriate.

At Durham High School, the numbers of children falling into the categories above are very small, therefore it has been possible to make individual arrangements for each child which has been shared with other agencies involved in their care, including - where appropriate - their social worker.

Heads of Year (Senior House) will continue to have regular online meetings with the DSL to review provision for the children in their care. We will continue to offer support for children who don't meet the Department for Education's definition of 'vulnerable' but where we have concerns by eg by offering child care in school and making regular 'welfare calls'. Children of those defined by the government as 'key workers' may attend school if no other arrangement is possible.

Monitoring Attendance

During any further school closure, we will follow the attendance guidance issued by government and the Department for Education by completing a daily online attendance form to keep an accurate record of who is attending school.

As most children will not be attending school during any school closure, we will not complete our usual attendance registers or following our usual procedures to follow up on non-

attendance. However, where a child is expected and does not arrive, the School will follow our attendance procedure and make contact with the family. If contact is not possible by 9:30am the member of SLT on duty must be informed.

For pupils at home, Heads of Year and the Head of Junior House will ensure that regular contact is made and will follow the attendance procedure if contact proves impossible.

Following an assessment of risk, the DSL may arrange a home visit by the school or another appropriate agency, taking into consideration the implications of COVID-19, alongside other risks perceived to the child. The risk of COVID-19 does not override the duty on the School to ensure our pupils are safe.

Peer on peer abuse

We recognise the potential for abuse to go on between young people, especially in the context of a school closure. Our staff will remain vigilant to the signs of peer-on-peer abuse and should report any immediately to the DSL who will liaise with the family to offer support. Extra care should be taken where groups have mixed age and developmental stages or are attending another school as an interim measure.

Mental Health

Where possible, we will continue to offer our current support for pupil mental health, with designated staff making regular 'welfare calls' to identified pupils during any school closure. We will also direct all pupils, parents and staff to other resources to support good mental health at this challenging time. For some pupils it will be appropriate to arrange telephone sessions with our School counsellor (with parental consent).

When setting expectations for pupils learning remotely and not attending school, teachers will bear in mind the potential impact of the current situation on both children's and adults' mental health.

Risk online

Pupils will be using the internet more during any lock down. The School will also use online platforms to deliver lessons eg Microsoft Teams. Staff will be aware of the signs and signals of cyberbullying and other risks online and apply the same child-centred safeguarding practices as when children were learning at the school:

- The School continues to ensure appropriate filters and monitors are in place for those accessing the internet whilst in School;
- Where staff are interacting with children online, they will continue to follow our existing staff Code of Conduct in order to maintain appropriate boundaries;
- Staff have been given separate guidance reminding them of the importance of ensuring appropriate safeguarding practices in their approach to remote learning;
- Staff will continue to be alert to signs that a child may be at risk of harm online, and act on any concerns immediately, following our reporting procedures;
- We will make sure children know how to report any concerns they have back to our school, and signpost them to other sources of support too.
- The school has taken on board guidance from the UK Safer Internet Centre on safe remote learning
- Pupils accessing remote learning will receive guidance on keeping safe online and know how to raise concerns with the School, Childline, the UK Safer Internet Centre and CEOP.
- Parents and carers have received information about keeping children safe online and will be given the following links:
 - Internet matters - for support for parents and carers to keep their children safe online
 - London Grid for Learning - for support for parents and carers to keep their children safe online

- Net-aware - for support for parents and carers from the NSPCC
 - Parent info - for support for parents and carers to keep their children safe online
 - Thinkuknow - for advice from the National Crime Agency to stay safe online
 - UK Safer Internet Centre - advice for parents and carers
- We will set out the School's approach, including the sites children will be asked to access and set out who from the school (if anyone) their child is going to be interacting with online.
 - The School will follow guidance from the Safer Recruitment Consortium.
 - We have reviewed the Code of Conduct and information sharing policy accordingly.
 - Additional support for staff in responding to online safety issues can be accessed from the Professionals Online Safety Helpline at the UK Safer Internet Centre.

Allegations or concerns about staff

With such different arrangements, our pupils could be at greater risk of abuse from staff or volunteers. We will continue to follow the principles set out in part 4 of Keeping Children Safe in Education. We remind all staff to maintain the view that 'it could happen here' and to immediately report any concern, no matter how small, to the DSL.

Any staff or volunteers from outside our setting will complete an induction to ensure they are aware of the risks and know how to take action if they are concerned.

We have confirmed the arrangements to contact County Durham's Local Authority Designated Officer (LADO) remain unchanged: email CYPSSLADOSecure@durham.gov.uk; tel 03000 268835

If necessary, the school will continue to follow the duty to refer to DBS any adult who has harmed or poses a risk of harm to a child or vulnerable adult, and to the Teacher Regulation Agency in line with paragraph 166 of Keeping Children Safe in Education 2019 using the address Misconduct.Teacher@education.gov.uk.

New staff and volunteers

During any school closure, we will continue to recognise the importance of robust safer recruitment procedures, so that adults and volunteers who work in our school are safe to work with children.

We will continue to follow our safer recruitment procedures, and part 3 of Keeping Children Safe in Education.

In urgent cases, when validating proof of identity documents to apply for a DBS check, we will initially accept verification of scanned documents via online video link, rather than being in physical possession of the original documents. This approach is in line with revised guidance from the DBS.

New staff must still present the original documents when they first attend work at our school.

We will continue to do our usual checks on new volunteers, and conduct risk assessments to decide whether volunteers who are not in regulated activity should have an enhanced DBS check, in accordance with paragraphs 167-172 of Keeping Children Safe in Education.

New starters must have an induction before starting or on their first morning with the DSL or a deputy. They must read the School Child Protection Policy, the Behaviour Policy, the Whistleblowing Policy and the Code of Conduct. The DSL or a Deputy DSL will ensure new recruits know who to contact if worried about a child and ensure the new starters are familiar with the Child Protection procedure.

New starters will complete the Keeping Children Safe in Education Knowledge Check and the Introduction to Safeguarding Children online courses within their first week.

If staff or volunteers are transferring in from other registered education or childcare settings for a temporary period to support the care of children, we will seek evidence from their setting that:

- the member of staff has completed relevant safeguarding training in line with other similar staff or volunteers;
- they have read Part I and Annex A of Keeping Children Safe in Education, and
- where the role involves regulated activity and the appropriate DBS check has been undertaken by that setting we will undertake a written risk assessment to determine whether a new DBS would need to be undertaken. It may be in these exceptional times we can rely on the DBS undertaken by their setting.

Our Child Protection procedures hold strong:

- Volunteers may not be left unsupervised with children until suitable checks have been undertaken. People supervising volunteers must be themselves in regulated activity and be able to provide regular, day to day supervision.
- The school will undertake a written risk assessment on the specific role of each volunteer to decide whether to obtain an enhanced DBS check (with barred list information) for all staff and volunteers new to working in regulated activity in line with DBS guidance.
- The school will update the Single Central Record of all staff and volunteers working in the school, including those from other settings. This will include the risk assessment around the DBS. A record will be kept by the duty Receptionist and forwarded to the Senior Deputy Head each day.

We will keep a record of which staff and volunteers are on site each day, and that appropriate checks have been carried out for them.

We will continue to keep our single central record up to date and log everyone working or volunteering in our school each day, including staff from other schools, supervising their own pupils.

New children at the school

Where children join our school from other settings we will require confirmation from the DSL whether they have a Safeguarding File or SEN statement/EHCP. This file must be provided securely before the child begins at our school and a call made from our DSL or a deputy to the placing school's DSL to discuss how best to keep the child safe. In some unusual circumstance this may not be possible. Information provided must include contact details for any appointed social worker and, where relevant, for the Virtual School Head. Safeguarding information about children joining our school will be recorded on CPOMS.

The DSL will undertake a risk assessment in respect of any new information received, considering how risks will be managed and which staff need to know about the information. This will be recorded on our safeguarding recording system.

Monitoring arrangements

This policy will be reviewed as guidance from the 3 local safeguarding partners, the LA or DfE is updated, and as a minimum every 4 weeks by Linda Ibbott (DSL).

Important contacts

ROLE	NAME	CONTACT DETAILS
Designated Safeguarding Lead (DSL)	Linda Ibbott	l.ibbott@dhsfg.org.uk 44+7395946592
Headteacher/Deputy DSL	Simone Niblock	headmistress@dhsfg.org.uk 44+7395946529
Deputy DSL	Katherine Anderson	k.anderson@dhsfg.org.uk 44+7395962081
Deputy DSL	Julia Tomlinson	j.tomlinson@dhsfg.org.uk 44+7395946531
Deputy DSL	Judith Lonsdale	j.lonsdale@dhsfg.org.uk
Deputy DSL	Clare Wheeler	c.wheeler@dhsfg.org.uk
Deputy DSL	Kathryn Hall	k.hall@dhsfg.org.uk 44+7395904813
Deputy DSL	Andrea Thompson	headmistress@dhsfg.org.uk 01913843226
Local authority designated officer (LADO)		CYPSLADOSecure@durham.gov.uk 03000 268835
Chair of Governors	Linda Clark	chair@dhsfg.org.uk

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