



The Painsley Catholic Academy
Better Together

**COVID-19 school closure
arrangements for Safeguarding and
Child Protection at
Painsley Catholic College**

School Name: Painsley Catholic College
Policy owner: Mr Darren Bullock
Date: 30.3.20
Date shared with staff: 30.3.20

1. Context

From 20th 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.

This addendum of the Painsley Catholic College Safeguarding, and Child Protection policy contains details of our individual safeguarding arrangements in the following areas:

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Key contacts

Role	Name	Contact Number	Email
Designated Safeguarding Lead	Mr Darren Bullock	01538 493777 07955752446	djb@painsley.staffs.sch.uk
Deputy Designated Safeguarding Lead	Mrs Colette Harris	01538 493777	cha@painsley.staffs.sch.uk
Principal	Mrs Rachel Waugh	01538 493777	principal@painsley.staffs.sch.uk
Chair of LGB/ Safeguarding Governor	Mr Paul Carroll	01538 493777	paulcarroll@painsley.staffs.sch.uk
SENCO/ LAC	SENCO - Mrs Sam Davies	01538 493777	smd@painsley.staffs.sch.uk
	DT for LAC – Mr Darren Bullock	01538 493777 07955752446	djb@painsley.staffs.sch.uk

Vulnerable children

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 (and deputy) 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.

Painsley Catholic College 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 Mr Darren Bullock

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 Painsley Catholic College will explore the reasons for this directly with the parent.

Where parents are concerned about the risk of the child contracting COVID19, The DSL, DDSL, EWW, SEND lead or the social worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England.

Painsley Catholic College will encourage our vulnerable children and young people to attend a school, including remotely if needed.

A full risk assessment will be written for those pupils who are deemed vulnerable but are not attending school.

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.

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

There is a full risk assessment in place, which includes communicating full details of individual circumstances/needs. All MAC schools are providing staff on a rota basis to the hub. Details of the staff are included in each school's single central record. The SLT member in charge of the hub has full access to contact details of the Principal/DSL on a daily basis and will contact them if there are any concerns.

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 member of staff is fully recorded on the SCR including:

- 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

Over the Easter period, ASM/Stafford Sports will cover the provision. The company currently offer sports coaches to many of our schools. A separate form has been completed by parents of key workers to confirm their consent to the arrangements and includes medical and SEND needs etc. A member of the SLT from the child's school will be contactable throughout the break.

In all circumstances where a vulnerable child does not take up their place at school, or discontinues, Painsley Catholic College will notify their social worker.

Designated Safeguarding Lead

Painsley Catholic College Catholic Primary School school has a Designated Safeguarding Lead (DSL) and a Deputy DSL.

The Designated Safeguarding Lead is: Mr Darren Bullock

The Deputy Designated Safeguarding Lead is: Mrs Colette Harris

The optimal scenario is to have a trained DSL (or deputy) available on site. Where this is not the case a trained DSL (or deputy) will be available to be contacted via phone or online video - for example when working from home.

Where a trained DSL (or deputy) is not on site, in addition to the above, a senior leader will assume responsibility for co-ordinating safeguarding on site. There will always be a first-aider on site.

This might include updating and managing access to child protection online management system, MyConcern and liaising with the offsite DSL (or deputy) and, as required, liaising with children's social workers where they require access to children in need and/or to carry out statutory assessments at the school or college.

The DSL will continue to engage with social workers, and attend all multi-agency meetings, which can be done remotely. If a child is not attending school for agreed reasons, twice weekly contact will be made with home and this will be recorded on SIMs and MyConcern.

Reporting a concern

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

In the unlikely event that a member of staff cannot access their MyConcern from home, they should email the Designated Safeguarding Lead and the Principal. 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 use MyConcern to report the concern to the Principal. If there is a requirement to make a notification to the Principal whilst away from school, this should be done verbally and followed up with an email to the Principal.

Concerns around the Principal should be directed to the CEO, Mr Bell.

The Multi-Academy Company will continue to offer support in the process of managing allegations.

Safeguarding Training and induction

DSL training 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, 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.

All existing school staff have had safeguarding training and have read part 1 of Keeping Children Safe in Education (2019). The DSL should 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 Painsley Catholic College, they will continue to be provided with a safeguarding induction.

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, Painsley Catholic College will continue to follow the relevant safer recruitment processes for their 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 Painsley Catholic College 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.

Painsley Catholic College 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.

Painsley Catholic College 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, Painsley Catholic College will continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE.

Online safety in schools and colleges

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

Where students are using computers in school, appropriate supervision will be in place.

Children and online safety away from school and college

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 Painsley code of conduct.

Painsley Catholic College 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, especially where webcams are involved:

- No 1:1s, groups only. If a child enters a class early, the member of staff should switch off their microphone and their webcam until others join.
- Staff and children must wear suitable clothing, as should anyone else in the household.
- Pupils' webcams must be switched off.
- Teachers can choose to switch their webcams off and only have the screen displayed.

- Any computers used should be in appropriate areas, for example, preferably not in bedrooms.
- Pupil microphones should be switched off unless a pupil is asked a specific question. Again, this should only be done as a group not as a 1:1
- Any issues/concerns with the live teaching should result in the class being stopped immediately. Capturing any inappropriate actions (such as inappropriate comments) should be via a screenshot.
- If a person enters the session but is not recognised, the teacher should remove the person and instruct all the pupils to log out of the session immediately. This should be reported to the line manager who, in turn, will inform the Principal.
- All staff have been given clear instructions on how to invite pupils via their emails rather than a 'class code'. This significantly reduces any safeguarding concerns.
- Language must be professional and appropriate, including any family members in the background.
- Staff must only use platforms provided by Painsley MAC to communicate with pupils. This includes the use of school emails only and, under no circumstances, personal WhatsApp/Instagram accounts etc.
- Staff should record the attendance of any sessions held and report any absent pupils to AAreception by email or the school reception number.
- Senior members of staff will visit the online lessons to provide support for staff and provide further safeguarding reassurances.
- At the end of the session, the teacher should switch off the microphone and webcam but wait until all pupils have logged off the session before exiting. This reduces the possibility of peer on peer abuse.

Supporting children not in school

Painsley Catholic College 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, they should ensure that a robust communication plan is in place for that child or young person.

Details of this plan must be recorded on MyConcern, as should a record of contact have made.

The communication plans can include: remote contact, phone contact, door-step visits. Other individualised contact methods should be considered and recorded.

Painsley Catholic College and its DSL will work closely with all stakeholders to maximise the effectiveness of any communication plan.

This plan must be reviewed regularly (at least once a fortnight) and where concerns arise, the DSL will consider any referrals as appropriate.

The school will share safeguarding messages on its website and social media pages.

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

Painsley Catholic College 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 on MyConcern as necessary.

Supporting children in school

Painsley Catholic College is committed to ensuring the safety and wellbeing of all its students.

Painsley Catholic College 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.

Painsley Catholic College 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 COVID19.

Painsley Catholic College 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.

Where Painsley Catholic College has concerns about the impact of staff absence – such as our Designated Safeguarding Lead or first aiders – we will discuss them immediately with the trust.

Peer on Peer Abuse

Painsley Catholic College recognises that during the closure a revised process may be required for managing any report of such abuse and supporting victims.

Where a school receives a report of peer on peer abuse, they will follow the principles as set out in part 5 of KCSIE and of those outlined within the Child Protection Policy.

The school will listen and work with the young person, parents/carers and any multi-agency partner required to ensure the safety and security of that young person.

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

Support from the Multi-Academy Company

The Multi-Academy Company (MAC) Executive Leadership 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.

The MAC will also provide regular group and individual supervision sessions. This may take the form of an online meeting.