

St. Stephen's CE COVID-19 school partial - closure arrangements for Safeguarding and Child Protection
- Addendum to St. Stephen's CE Child Protection and Safeguarding Policy – January 2020

This Addendum serves to offer clarity in the following areas of our Safeguarding duty during the global pandemic, COVID-19:

- 1. Vulnerable pupils**
- 2. Our Commitment**
- 3. Online learning and Communication**
- 4. Support for families**
- 5. Maintaining Vigilance for all**
- 6. Recruiting New Staff and Volunteers**
- 7. Keeping Records of Who's on Site**
- 8. Additional Academy Contacts**
- 9. Local Authority Information, Contacts and Resources**
- 10. Monitoring Arrangements**

1. Vulnerable pupils and those with Education, Health and Care Plans (EHCP)

St. Stephen's CE Primary School is operating in line with all Government guidelines in relation to the specific care and provision for 'vulnerable' pupils. Vulnerable children and young people include those who:

- are assessed as being in need under section 17 of the Children Act 1989, including children and young people who have a child in need plan, a child protection plan or who are a looked-after child
- have an education, health and care (EHCP) plan
- have been identified as otherwise vulnerable by educational providers or local authorities (including children's social care services), and who could therefore benefit from continued full-time attendance, this might include:
 - children and young people on the edge of receiving support from children's social care services or in the process of being referred to children's services
 - adopted children or children on a special guardianship order
 - those at risk of becoming NEET ('not in employment, education or training')
 - those living in temporary accommodation
 - those who are young carers
 - those who may have difficulty engaging with remote education at home (for example due to a lack of devices or quiet space to study)
 - care leavers
 - others at the provider and local authority's discretion including pupils and students who need to attend to receive support or manage risks to their mental health

It has been highlighted that children on an Education, Health and Care Plan (EHCP) should be invited into school, however like with vulnerable children, parents may choose to keep their children at home. St. Stephen's Primary School will remain in regular contact with families of children with an EHCP who do not attend to offer any other reasonable support.

If the parents of EHCP children do wish for them to attend school, then steps will be taken to address identified needs in the most appropriate way during the period of the continued closure of schools.

It is important to note that any children with [serious health/medical conditions](#) should be kept at home to reduce their exposure to Covid-19. St. Stephen's CE Designated Safeguarding Lead holds information on children with known medical needs and expects to be updated by parents/carers of any new conditions a child may have. This information is recorded in the usual way.

2. Our Commitment.

We continue to support the children of Critical Workers, as part of our civic duty, safeguarding responsibility and commitment to ensuring our Critical Worker families are well supported to provide essential services, whether they work locally or further afield.

As a school we will continue to find creative ways to meet the needs of our families during this time. We are committed to:

- Working closely with and under the guidance of LA Social Workers and Virtual School Heads;
- Ensuring the Designated Safeguarding Lead/SENDCo leads on liaisons with social services and specific families. The current Designated Safeguarding Lead is Laura Scallon, supported by the Deputy Designated Safeguarding Leads: Frances Holland & Sarah Tompkins. The SENDCo is Laura Scallon.
- Upholding our duty to provide care for the children of Key Workers and identified vulnerable children within St. Stephen's CE Primary School
- If the Local Authority decide to amalgamate schools in future during this partial closure period, we will share all necessary information to maintain established duties of care and support to meet said child's needs.
- In the event of amalgamation with another school, we will ensure that a DSL from St. Stephen's CE Primary will always be on site in the other school to follow our existing procedures.
- Respecting a parent's concerns about sending their child into school but exploring a range of options with the child's social worker, the Headteacher / Deputy Headteacher and parent.
- Practising recommended [social distancing](#) within St. Stephen's CE Primary School
- Maintaining high levels of cleaning within St. Stephen's CE Primary School in order to maintain high level of health and safety responsibilities;
- Sharing the Covid-19 Risk Assessment January 2021 with staff in school so that procedures and expectations are clear
- Providing COVID-19 Public Health England updates to all our families through the school website. This includes information about mental health and well-being;
- Encouraging all our families and children to engage in the vast range of educational material available online via the school website, Google Classroom and virtual learning available via Zoom.

3. Online learning and communication

During this time of increased use and reliance on social media platforms and online learning, it is important for St. Stephen's CE Primary School staff and parents to be reminded of the St. Stephen's CE Primary School:

- Child Protection and Safeguarding Policy
- E-Safety Policy

An 'Online Learning (Zoom)' risk assessment has been put into place with guidance for staff.

Staff have been trained (4.1.21) and are aware of what to do in the event that a safeguarding issue occurs when teaching remotely. Staff will follow the existing safeguarding policy and contact a DSL immediately. A DSL will always be on site and all staff have the phone number for Laura Scallon if they need to contact when offsite.

Guidance for parents on how to support their children during online learning will be issued before online learning commences.

Support for parents and carers to keep their children safe online includes:

- [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.

4. Support for all families

St. Stephen's CE Primary School will seek to support all families through online learning. However, we remain committed to supporting our families in ways that might meet additional social and emotional needs. For those children, St. Stephen's CE Primary School have used what they already know about their families to agree what level of support during this unusual time is possible. This will, take place the form of responding, via phone calls, to the queries and concerns families have about themselves or their child. Some of this has meant signposting [mental health](#) and [well-being support](#) available within their community or making initial contact with LA Social Services.

5. Maintaining vigilance for all

To ensure that we remain vigilant, St. Stephen's CE Primary School will maintain use of our effective Safeguarding recording and reporting procedures so that action can be taken swiftly to meet the needs of our families. This means that the DSLs and other staff, will be able to maintain our high expectations for the culture of St. Stephen's CE Primary School that and families expect .

This includes monitoring the attendance of pupils expected to be in school during this time and those attending online Zoom sessions as well as keeping in touch with identified families. This will include those families who may have recently left the school to join another.

If any of our families have concerns, they wish to bring to our attention, contact should be made with the Designated Safeguarding Lead Laura Scallon in the first instance.

6. Recruiting new staff and volunteers

We 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 do risk assessments to decide whether volunteers who aren't in regulated activity should have an enhanced DBS check, in accordance with paragraphs 167-172 of Keeping Children Safe in Education.

7. Keeping records of who's on site

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.

We will record the staff members attending the school each day.

8. Key Contacts within St. Stephen's CE Primary School

Role	Name	Email
Safeguarding Governor	Tabitha Fyffe	admin@ststephensce.lewisham.sch.uk
Headteacher	Frances Holland	admin@ststephensce.lewisham.sch.uk
Deputy Headteacher	Laura Scallon	
Designated Safeguarding Lead	Laura Scallon	admin@ststephensce.lewisham.sch.uk
SENDCo	Laura Scallon	
Deputy Designated Safeguarding Lead	Frances Holland Sarah Tompkins	admin@ststephensce.lewisham.sch.uk
LA/County Safeguarding Lead	Owen Waters	

9. Local Authority Information, Contacts and Resources

If there is an immediate concern regarding a child's safety a staff member must call 999.

Lewisham

- Multi-agency Safeguarding Hub (MASH) tel: 02083146660 or 02083149181
- Children's First Contact Centre Sutton (MASH) Website-
<https://lewisham.gov.uk/myservices/socialcare/children/keeping-children-safe/multi-agency-safeguarding-hub>
- Child and Adult Mental Health Services (CAMHS) – 020 3228 100

10. Monitoring arrangements

This policy will be reviewed as guidance from the local safeguarding partners, the LA or DfE is updated, and as a minimum every 3-4 **weeks** by the Headteacher or Deputy Head Teacher. At every review, it will be approved by the full governing board.