

Safeguarding Guidance for Hinckley Parks Primary School (COVID-19 arrangements)

All staff must continue to adhere to **Keeping Children Safe in Education 2019**

Priorities for schools

- Keeping children safe
- Continue to report any safeguarding concerns immediately using CPOMs
- DSL/DDSL should be available – could be phone or possible online eg video call. If there is no trained person on site due to staff restrictions, a member of the SLT should take responsibility for co-ordinating safeguarding. All staff should know who the available DSL/DDSL is each day and how they can be contacted.
DSL – David Harding (07723473450)
DDSL – Deb Grundy (07534434551)
*If neither are available due to absence or illness– Cathy Suett (Deputy Head – 07791328072)
- Continue to consider online risks and how to protect children online (both in school and at home)
- Single Central record to be kept up to date

How is school supporting children who are vulnerable?

Vulnerable children are offered a place at the care provision during school time and during holiday periods as requested by the Government. Their attendance is monitored daily. Any vulnerable children who do not attend will receive a follow up call. If the child has a social worker or is subject to a CP/CIN plan the social worker will be informed immediately.

What will you do if parents do not answer your calls?

Alternative contact numbers will be used. If unsuccessful then a home visit will be considered by the DSL and DDSL if it is safe to do so. Referrals to Early Help and Social Care will also be considered as deemed appropriate.

Absence – what are the follow-up arrangements for children who should be attending school but are absent?

All vulnerable children and children with a current EHC plan have been offered a place at the school. Where this has not been taken the Family Support Worker will make daily or weekly contact with the family accordingly following an assessment of need. The Family Support Worker will refer any concerns to the Head Teacher and/or social care as appropriate.

How is Safeguarding information being shared if you have students attending from other schools?

There is the potential for the school to offer provision for other children within our cluster group (Owls trust schools). In this situation a member of staff from the other school will need to be on site. It is expected that the staff member will be aware of any safeguarding concerns regarding children from their school. The staff member from the other school will have access to Hinckley Parks Child Protection/Safeguarding policy and will be expected to follow it.

Code of Conduct

If staff are working online with students, the “code of conduct” must still be adhered to. Staff should not exchange emails with pupils directly. If this is the case then they should copy the child’s parent in to the message. Parents have been made aware that their children should not email staff members.

Staff Induction

Safeguarding induction process for new staff and volunteers will continue. Aspects of this may be done remotely. All existing safer recruitment procedures and risk assessments will continue to be followed.

Reporting concerns about other adults working with children

All processes regarding reporting concerns about other adults in school will continue.

Reporting and managing peer on peer abuse

All processes regarding reporting and managing peer on peer abuse will continue.

Supporting children online

The usual processes for online safety apply for children who are in school. Online safety guidance for parents has been made available via the school website and through social media platforms. Staff with any concerns regarding children’s safety online should report this to the DSL/DDSL using the normal processes (CPOMs)

Children with a Social Worker

The expectation is that these children will attend school unless it has been decided by the SW and the family that it is not in the best interests of the child. The Family Support Worker (DDSL) will liaise with SW regarding each child.

Working across schools

Staff who are working across different schools should be made aware, through induction, of safeguarding processes within the setting as well as who the DSL/DDSL are.

If children are attending a different setting then the receiving school should be made aware of any relevant welfare and child protection information.

Where appropriate the receiving school should receive copies of

- Education and Health Care Plan
- Child in Need Plan
- Child Protection Plan

- Looked After Children – Personal Education Plan and name of their social worker as well as name of the Virtual School Head
- These should be received ideally before the child arrives but realistically as soon as possible. If DSL/DDSL not available to receive then a member of the SLT should do so.

Safer Recruitment

- If school are recruiting we will continue to follow the safer recruitment guidelines in KCSIE Part 3.
- Where schools and colleges are using volunteers, they should continue to follow the checking and risk assessment process as set out in paragraphs 167 to 172 of KCSIE. Under no circumstances should a volunteer who has not been checked be left unsupervised or allowed to work in regulated activity.

Mental Health

- Continue to be vigilant and aware of children's mental health and how this may present in changes in their behaviour. Continue to support within school and use the white "Services Directory" (on LTS and available from DSL/DDSL) to signpost parents who are struggling with specific issues.