

## **Appendix 2 to Newcastle School for Boys' *Safeguarding and child protection policy***

### **Context**

This appendix to the School's *Safeguarding and child protection policy* has been produced in response to the coronavirus (COVID-19) pandemic and the interim safeguarding guidance published by the Department for Education on 27<sup>th</sup> March 2020.

Our existing school policy continues to be compliant and fit for purpose. It recognises and responds to the key guidance documents:

- *Keeping Children Safe in Education 2019.*
- *Working Together to Safeguard Children 2018.*
- Existing Local Authority/Safeguarding Partnership advice and guidance.
- Guidance in response to the coronavirus pandemic was published by the DFE on March 27<sup>th</sup>, and this annex to our existing policy reflects the advice contained within this document.

From 20<sup>th</sup> 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 appendix to the Newcastle School for Boys' *Safeguarding and child protection policy* contains details of our individual safeguarding arrangements in the following areas:

### **Advice from our Local Safeguarding Partners**

Newcastle School for Boys will continue to respond and act upon the guidance and advice provided by our Local Safeguarding Partners during the period that new arrangements are in place. We will review any updated advice, share with appropriate staff and ensure school practice reflects new guidance.

### **Advice from the Local Authority**

Where the Local Authority issues further advice and guidance regarding the following areas of our activity, we will review our practice, share with appropriate staff and ensure school practice reflects this new advice.

Areas to consider:

- Pupils with EHC plans
- Advice from the LADO/Children's Social Care
- Reporting concerns where issues are identified
- Changes in referral thresholds
- Response to those identified as Children in Need

## **Responding to concerns regarding a pupil.**

All staff at Newcastle School for Boys are expected to follow all existing procedures for responding to concerns. This includes:

- any newly shared guidance developed as a consequence of the coronavirus pandemic.
- making a report via their school e-mail account, which can be done remotely. In the unlikely event that a member of staff cannot access their e-mail from home, staff should not solely rely on e-mail but should ensure direct contact is made with the DSL either face to face or by telephone.
- the DSL, on receipt of any communications by e-mail, will always acknowledge receipt by return e-mail. If staff are concerned that their report has not been received, then they should look to contact the DSL or one of his deputies immediately by telephone.

Where staff have a concern, it is expected that this information will be shared with a named DSL to ensure appropriate advice is given and actions taken to safeguard the pupil. All staff and volunteers must act immediately on any safeguarding concerns which may be identified. **See flow diagram.**

## **DSL (and deputy) arrangements**

All staff have been advised of the arrangements we have in place and contact details for the identified DSL/Deputy DSL during the period of this pandemic.

**See flow diagram.**

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 member of staff will be directed by a DSL or a member of the SLT to assume responsibility for co-ordinating safeguarding on site until a DSL or a member of SLT can arrive on site.
- It is important that all staff and volunteers have access to a trained DSL (or deputy). On each day staff on site will be made aware of who that person is and how to speak to them. The DSL will continue to engage with social workers, and attend all multi-agency meetings, which can be done remotely.

## **Peer on Peer abuse**

We recognise that during the period where new working arrangements are in place, some pupils may be potentially vulnerable to different forms of abuse, including peer on peer abuse. Newcastle School for Boys will continue to respond to any concerns which may arise. Staff must follow existing reporting

arrangements, discuss concerns with a DSL and continue to follow the guidance set out within our existing policy.

### **Responding to concerns regarding staff conduct / behaviour**

All staff are aware of their responsibility to report any concerns regarding the conduct or behaviour of colleagues. Our **Whistleblowing Policy** clearly sets out the reporting process and this reflects the key messages set out in Part 4 of KCSIE 2019.

Should staff have any concerns they must follow existing school procedures.

### **Vulnerable Pupils**

Vulnerable children include:

- those who have a social worker
- those children and young people up to the age of 25 with education, health and care (EHC) plans.
- those who have a social worker including children who have a Child Protection Plan
- 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 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. Senior leaders, especially the Designated Safeguarding Lead (and deputies) 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.

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 Newcastle School for Boys will explore the reasons for this directly with the parent. Where parents are concerned about the risk of the child contracting COVID19, Newcastle School for Boys or the social worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England. We will encourage our vulnerable children and young people to attend school, including remotely if needed.

## Supporting all Pupils

During this period, the vast majority of our pupils are not expected to attend school. These pupils do not currently meet the agreed definition of a ‘**vulnerable pupil**’.

Newcastle School for Boys recognises our ongoing responsibility to provide advice, support and guidance to all our pupils and our staff are in regular contact with all pupils on our roll. Safeguarding these pupils remains **everyone’s responsibility**.

We continue to seek to communicate with, and provide advice and information to, all pupils.

Our staff are aware of their responsibility to seek advice regarding any issue which causes concern and are expected to continue to adhere to existing school reporting and recording procedures for any potential safeguarding issue.

## Supporting children not in school

Newcastle School for Boys is committed to ensuring the safety and wellbeing of all its boys. Where the DSL has identified a boy 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, as should a record of contact have made.
- The communication plans can include; remote contact, phone contact, doorstep visits.
- Other individualised contact methods should be considered and recorded.

Newcastle School for Boys and its DSL will work closely with all stakeholders to maximise the effectiveness of any communication plan.

- This plan will be reviewed regularly 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.
- Newcastle School for Boys recognises that school is a protective factor for its boys, and the current circumstances, can affect the mental health of pupils and their parents/carers.
- Teachers need to be aware of this in setting expectations of pupils’ work where they are at home.
- Newcastle School for Boys 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.

## Online safety

During the period where new working arrangements are in place, Newcastle School for Boys recognises that our boys may be using a range of technologies and online materials, as well as potentially accessing a range of different sites as part of their home learning programme.

We will share appropriate and recognised on-line learning materials with our boys and we will ensure we continue to reinforce our expectations regarding safe online behaviour for all pupils during this period.

Below are some things to consider when delivering virtual lessons, especially where webcams are involved:

- 1:1 video sessions should only be used where there is a specific educational or pastoral need, and where possible an adult should also be in the room. Parents will always be notified in advance of a 1:1 video session taking place.
- Staff and children must wear suitable clothing, as should anyone else in the household.
- Any computers used should be in appropriate areas, for example, not in bedrooms; and the background should be blurred, where possible.
- All live classes, including 1:1 sessions, should be recorded by the teacher and stored on the School cloud storage so that if any issues were to arise, the video can be reviewed.
- Live classes should be kept to a reasonable length of time, which is recommended to be 30 minutes.
- Language must be professional and appropriate, including any family members in the background.
- Staff must only use platforms recommended by Newcastle School for Boys to communicate with boys.
- Staff should make a note and keep a record of the length, time, date and attendance of any sessions held.

Where staff have a safeguarding, pastoral, or academic concern, then they must follow existing school reporting procedures and E-safety policy.

## School attendance procedures

The procedures will be as follows:

- The school will agree with parents/carers which boys should be attending school.
- The school will then follow up on any boy that they were expecting to attend, who does not.

To support the above, we will, when communicating with parents/carers and carers, confirm emergency contact numbers are correct and ask for any additional emergency contact numbers where they are available.

### **Staff 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. In order to support staff and keep children safe:

- All existing school staff should have read part 1 and annex A of Keeping Children Safe in Education (2019).
- The DSL will 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 will continue to be provided with a **safeguarding induction**.

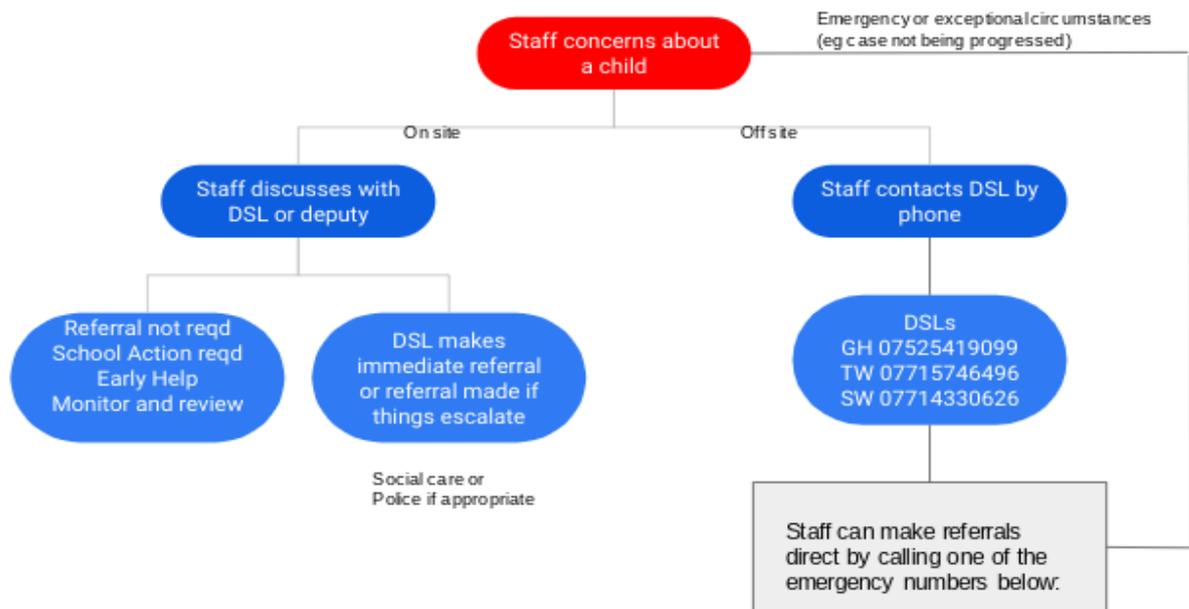
If staff are deployed from another education or children's workforce setting to our school, we will take into account the DfE supplementary guidance on safeguarding children during the COVID-19 pandemic and will accept portability as long as the current employer confirms in writing that:

- 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
- upon arrival, they will be given a copy of the receiving setting's child protection policy, confirmation of local processes and confirmation of DSL arrangements.

### **Safer Recruitment and procedure for movement of staff and volunteers**

- Newcastle School for Boys recognises that this situation requires us all to work in different ways and respond to new and emerging circumstances.
- We remain committed to the principles of Safer Recruitment practice and guidance as described in KCSIE 2019 Part 3.
- Should volunteers be permitted to support the school, we will continue to undertake all appropriate vetting and checking procedures and ensure we are compliant with the principles of regulated activity.
- We will ensure that our Single Central Register is maintained and all required elements are compliant.

Flow diagram if you have a concern about a boy:



<p><b>EMERGENCY:</b> If a child is in immediate danger call the <b>POLICE</b> on <b>999</b></p>
<p><b>EMERGENCY:</b> To make an <b>URGENT</b> referral call Children's Social Care on <b>0191 2787878</b></p>
<p>To make a <b>NON URGENT</b> referral, contact Children's Social Care using the online referral form  <a href="https://nccportal.newcastle.gov.uk/forms/referral/public">https://nccportal.newcastle.gov.uk/forms/referral/public</a></p>
<p>Unsure how to respond or for <b>ADVICE</b> and guidance call a Clennell Education Solutions Safeguarding Consultant on <b>0191 2146724</b></p>