



## COVID-19 school closure arrangements for Safeguarding and Child Protection at St John's C of E Primary School.

*'I can do all things through Christ who strengthens me'  
Philippians 4:13*

### MISSION STATEMENT

*Through Jesus Christ, we nurture, encourage and challenge everyone to love learning, be their very best today and be prepared for tomorrow.*

*In our caring environment, our children are encouraged to grow into lifelong learners and are constantly challenged to fulfil their dreams.*

*We listen to and respect every individual; everyone's efforts are celebrated and we always strive for excellence. Together as a loving community, we are guided to Christ in everything we do.*

*Through our love of God we:*

- **respect** everybody
- are **thankful** for everything we have
- believe in being **truthful** in all our actions
- **forgive** one another
- live a life of **hope**

### 1. Context

From Friday 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 addendum of the St John's C of E Safeguarding and Child Protection Policy contains details of our individual and revised safeguarding arrangements.

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## Key contacts

| Role                                 | Name                                 | Contact number                | Email                            |
|--------------------------------------|--------------------------------------|-------------------------------|----------------------------------|
| Designated Safeguarding Lead         | Curtis Sweetingham                   | 020 8445 4693<br>07934 761477 | office@stjohnsn20.barnetmail.net |
| Deputy Designated Safeguarding Leads | Catherine Mitri<br>Miranda D'Aristou | 020 8445 4693<br>07934 761477 | office@stjohnsn20.barnetmail.net |
| Headteacher                          | Curtis Sweetingham                   | 020 8445 4693<br>07934 761477 | office@stjohnsn20.barnetmail.net |
| Chair of Governors                   | Imogen Hall                          | 020 8445 4693<br>07934 761477 | office@stjohnsn20.barnetmail.net |
| Safeguarding Governor                | Revd. Lynn Davidson                  | 020 8445 4693<br>07934 761477 | office@stjohnsn20.barnetmail.net |

## 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 plans (EHCP).

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 EHCP 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 an EHCP 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 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.

St John's 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

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and previously looked-after children. The lead person for this will be: Curtis Sweetingham.

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 St John's will explore the reasons for this directly with the parent. DSL's will keep weekly contact with these children if they are not in school and log all details on CPOMS. If any concerns are raised, the child's social worker must be informed straight away. Contact can be made on 020 8359 4066; [mash@barnet.gov.uk](mailto:mash@barnet.gov.uk)

Where parents are concerned about the risk of the child contracting COVID19, St John's or the social worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England.

St John's will encourage our vulnerable children to attend a school, including remotely if needed.

### **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.

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

### **How will this be organised and monitored at St John's?**

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

In all circumstances where a vulnerable child does not take up their place at school, or discontinues, St John's will notify their social worker.

### **Designated Safeguarding Lead**

St John's School has a Designated Safeguarding Lead (DSL) and 2 Deputy DSL's.

The Designated Safeguarding Lead is: Curtis Sweetingham

The Deputy Designated Safeguarding Leads are: Catherine Mitri and Miranda D'Aristou.

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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 by email - for example when working from home.

Where a trained DSL (or deputy) is not on-site, the most senior member of staff e.g. a teacher or an office administrator will assume responsibility for contacting the DSL/Deputy DSL. Other responsibilities to be carried out by an on-site member of staff might also include recording and updating the safeguarding and child protection online management system, CPOMS, and liaising with the off-site DSL (or deputy).

Where appropriate, the DSL (or deputy) will liaise with the children's social workers where they require access to children in need and/or to carry out statutory assessments at the school.

It is important that all St John's staff and volunteers have access to a trained DSL (or deputy). 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.

### **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 CPOMS, which can be accessed remotely.

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

Concerns around the Headteacher should be directed to the Chair of Governors: Imogen Hall.

### **Safeguarding Training and induction**

DSL training is very unlikely to take place whilst there remains a threat of the COVID 19 virus.

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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.

In the event of a new member of staff being recruited, St John's will continue to provide 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 St John's Safeguarding and Child Protection Policy, information relating to the school's procedures and processes and confirmation of DSL arrangements.

### **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, St John's 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 St John's 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.

St John's 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.

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St John's 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](mailto: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, and that appropriate checks have been carried out, especially for anyone engaging in regulated activity. As such, St John's 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**

St John's will continue to provide a safe environment, including online. This includes the use of an online filtering system.

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

### **Children and online safety away from school**

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 Safeguarding and Child Protection Policy and, where appropriate, referrals should still be made to children's social care and, as required, the police.

Online teaching and learning should follow the same principles as set out in the school's code of conduct.

St John's 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 or recordings are involved:

No 1:1s - groups only

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

The live class should be recorded so that if any issues were to arise, the video can be reviewed

Live classes should be kept to a reasonable length of time, or the streaming may prevent the family 'getting on' with their day.

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Language must be professional and appropriate, including any family members in the background

Staff must only use platforms agreed by the school to communicate with pupils e.g. Google Classroom

Staff should record, the length, time, date and attendance of any sessions held.

### **Supporting children not in school**

St John's is committed to ensuring the safety and wellbeing of all its children.

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.

Details of this plan must be recorded on CPOMS, as should a record of contact that is made.

The communication plans can include; remote contact, phone contact or email contact. Other individualised contact methods should be considered and recorded.

St John's 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.

St John's recognises that school is a protective factor for children, and the current circumstances can affect the mental health of pupils and their parents/carers. Teachers at St John's need to be aware of this in setting expectations for pupils' learning where they are at home.

### **Supporting children in school**

St John's is committed to ensuring the safety and wellbeing of all its children.

St John's will continue to be a safe space for all children to attend and flourish. The Headteacher will ensure that appropriate staff are on site and staff to pupil ratio numbers are appropriate to maximise safety.

St John's 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.

St John's will ensure that where we care for children of critical workers and vulnerable children on site, appropriate support is in place for them.

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Where St John's has concerns about the impact of staff absence – such as our Designated Safeguarding Lead or first aiders – we will discuss them immediately within SLT.

### **Peer on Peer Abuse**

St John's 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 Safeguarding and Child Protection Policy.

The school will listen and work with the child, 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 CPOMS and appropriate referrals made.



Curtis Sweetingham

Headteacher

20<sup>th</sup> April 2020

Shared with staff/parents 22/4/2020

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