

Grace Academy Darlaston
Covid-19 Safeguarding appendix March 2020

This appendix should be read in conjunction with the following:

- GAD safeguarding and child protection policy,
- Keeping Children Safe in Education 2019

At all times - the safety and well-being of pupils must remain our highest priority and everyone's responsibility, but balanced at the same time with the well-being and health of staff.

DSLs

Any concerns at all, please log on CPOMS as usual. If there are significant concerns, you can contact DSL Sophie Chance on 01215683372 or 07889491271.

Lindsay East and Claire Jones. You may contact them where DSL is not available.

Remember - if you have any immediate concerns and you cannot get hold of a DSL / DDSL / Member of ALT, you can ring:

Walsall Multi-Agency Safeguarding Hub: 0300 555 2866 / NSPCC (0808 800 5000)

If you believe the child to be in immediate danger, contact the police on 999.

The Department for Education has a dedicated email and telephone help line:

- Email DfE.coronavirushelpline@education.gov.uk
- Telephone 0800 046 8687

General Notes:

- CPOMS is still available for you to record any concerns in the normal way.
- Keeping Children Safe in Education 2019 continues to be the statutory guidance we need to follow.
- No volunteers on site not known to the school already.
- Any contractors onsite will have been pre-approved by the principal(s), and you will be informed if any should be on site. If any appear and you do not know about them, **DO NOT** allow them on site. Contact a member of ALT who will decide.
- If staff have concerns about a contractor or another member of staff, you must still report it immediately to the duty ALT on site.
- Duty ALT - check latest guidance from LA/DfE as it arrives.
- A list of students identified as vulnerable can be found on the 'Attendance' area of the staff portal

Vulnerable pupils:

- DSL and DDSLs to have contact with social workers where attached to child. Discussions around being in school. etc.
- Staff on the rota to contact families, speak to children, we have on our vulnerable list, at least weekly - more if felt needed. Record on spreadsheet on the portal.
- ~~Certain specific~~ vulnerable children identified on the "Attendance" area of staff portal invited into school, even though parents are not key workers.
- DDSL to remain in contact with the educational welfare officer, who will be able to carry out safe and well checks
- Weekly safeguarding remote meetings to be held with safeguarding team to discuss any significant concerns.

The following will be in place for those pupils who are unable to attend school:

Information will be displayed on the website and sent to parents regarding support which will be made available for pupils who are at risk of suffering harm. The following support will be offered:

- Links to appropriate websites and contact numbers for pupils who are suffering from or at risk of a range of risk factors including anxiety, feeling low, abuse and other wellbeing issues.
- Pupils can use their school email to contact pastoral colleagues if they need to. For safeguarding related issues parents/carers should ring the Academy directly and ask to speak to the on call DSL designated colleague.
- In an emergency the Academy will be open for pupils to drop in during the hours of 9am and 3pm. Pupils should present at main reception where we can maintain social distancing. The on call DSL colleague will be made aware of the situation.
- An Academy mentor (Ms D Bhachu) will be available by email during usual Academy hours for pastoral support.

Home visits:

- Home visits are **not** to be routinely carried out. Staff should only visit a house if asked to by a member of ALT.
- If it has not been possible to contact vulnerable pupils and families via telephone at least once per week and they have not responded to messages or there is concern about responses, DSL and ALT will decide what action to take.
- If a social worker is attached to the child, then a discussion with them will need to be held.
- Where a home visit is initiated by DSL or a member of ALT, if the family does not have a social worker attached, guidance from LA on carrying out home visits as of 27/03/2020 is:
 - Avoid close contact, speak to child and parents from doorstep or through a window.
 - Have 2 members of staff go.

- If no contact is made during home visit, then post through a letter explaining that school has tried to contact via telephone and now a home visit. Indicate another time to make contact.
- Failure to make contact on the second home visit should result in referral to MASH and/or police via 101 or 999 depending upon level of concern.

In school child care:

- Staff have been placed on a rota - only come into school on your allocated slots.
- Staff should wear appropriate attire in the Academy and carry their lanyards as per usual safeguarding procedures.
- Whilst complying with social distancing, try to ensure that other members of staff are in the vicinity so that you are not left alone and potentially vulnerable with our pupils.
- Whilst the atmosphere is more child care than education, ensure that your language remains appropriate and professional at all times.

Remote learning:

- No staff to hold live online videos. If videos are being used, these must be pre-recorded.
- Avoid using personal devices, including mobile phones, to make work-related phone calls and emails. If in urgent circumstances you need to use your personal mobile, gain authority from a member of ALT first, please only make a voice phone call not using What's App, Facebook or other Apps and ~~you should~~ **always add the pre-fix '141' before the phone number of the recipient** to make your own phone number a 'withheld' number.
- If videoing from home, please check backgrounds so that no family photos can be seen, things that might identify where the member of staff lives.
- Clothing, whilst casual, needs to be appropriate.
- All correspondence should still remain professional.
- No other forms of contact between staff and pupils, eg via social media, etc.

This appendix will be updated as and when required through a school incident, or where there is further guidance or an update from DfE or LA.

This version: 29/03/2020