Temporary Safeguarding Annex
COVID-19 school closure arrangements for Safeguarding and Child Protection at Buxton Community School

1. Context
From 20th 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 to Buxton Community School's Safeguarding and Child Protection Policy contains details of our individual safeguarding arrangements, considering the new safeguarding guidance published by the government on 27th March 2020.

Role	Name	Contact Number	Email
Senior Designated Safeguarding Lead	**Alex Garner**	**0129828879**	**Alex.garner@buxton.derbyshire.sch.uk**
Deputy Designated Safeguarding Lead	**Caroline Gelsthorpe**	**01298212148**	**Caroline.gelsthorpe@buxton.derbyshire.sch.uk**
Deputy Designated Safeguarding Lead	**Lynne Pope**	**01298212184**	**Lynne.pope@buxton.derbyshire.sch.uk**
Safeguarding Lead	**Claire O'Brien**	**01298212187**	**Claire.obrien@buxton.derbyshire.sch.uk**
Safeguarding Lead	**Charlie Holman**	**0129828873**	**Charlie-joe.holman@buxton.derbyshire.sch.uk**
Safeguarding Lead	**Jackie Cruse**	**0129828874**	**Jackie.cruse@buxton.derbyshire.sch.uk**
Headteacher	**Craig Yates**	**01298212127**	**Craig.yates@buxton.derbyshire.sch.uk**
Deputy Headteacher	**Sam Jones**	**01298212170**	**Samantha.jones@buxton.derbyshire.sch.uk**
Chair of Governors	**Judy Vale**		**Judy.vale@buxton.derbyshire.sch.uk**

The phone numbers above for school lines will redirect to staff mobiles during the current COVID-19 event.

2. 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 (EHC) plans. 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 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.

Buxton Community School will try to ensure that families on free school meals get the government vouchers but eligibility for free school meals will not be the determining factor in assessing vulnerability. Students on the free school meal list will be assessed on an individual basis.

Senior leaders, especially the Designated Safeguarding Lead (and Deputy) 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.

This list of students is shared with the Learning Support Department and Pastoral Team with the lead person for each vulnerable child, and the plan around them, clearly identified. Actions will be recorded on the spreadsheet and monitored by the Senior Designated Safeguarding Lead, who is a member of the senior leadership team.

Buxton Community School 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 and previously looked-after children. The lead person for this will be **Alex Garner. Sue Newsome** is the named link for looked after children.

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 **Alex Garner** or a named colleague will explore the reasons for this directly with the parent.

Where parents are concerned about the risk of the child contracting COVID19, staff at Buxton Community School, or the social worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England. Buxton Community School will encourage our vulnerable children and young people to attend a school, if it is felt that their needs would be better met in school.

3. 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. Buxton Community School and social workers will agree with parents/carers whether children in need should be attending school. Buxton Community School will then follow up on any student that they were expecting to attend, who does not. Buxton Community School 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.

Buxton Community School will record and report attendance of the vulnerable children in school by returning the DfE spreadsheet by 12 noon each day.

4. Designated Safeguarding Lead

Buxton Community School has a Designated Safeguarding Lead (DSL) who is part of the senior leadership team, 2 x Deputy DSLs and 5 x trained DSLs.

The Designated Safeguarding Lead is: **Alex Garner (Assistant Headteacher)**

The Deputy Designated Safeguarding Leads are: **Caroline Gelsthorpe**
Lynne Pope

Other Designated Safeguarding Leads in school are: **Claire O'Brien (KS4)**
Charlie Holman (KS3)
Jackie Cruse (KS5)
Sam Jones (DHT)
Craig Yates (HT)

The optimal scenario is to have a trained DSL (or deputy) available on site every day that school is open. 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, a senior leader will assume responsibility for co-ordinating safeguarding on site. This will include making a written record of the incident and then liaising with the offsite DSL (or deputy.) The DSL will then record onto Safeguard my school and advise as necessary. The DSL will then, as required, liaise with children's social care, Starting Point and/or Call Derbyshire.

The DSL will continue to engage with social workers, and attend all multi-agency meetings, which can be done remotely.

5. Reporting a concern

Where staff have a concern about a child, they should follow the process outlined in the email sent by Craig Yates on 1st April 2020 referring to the usual school safeguarding reporting process which is still active and the supplementary advice to call the duty member of SLT or DSL if in doubt. Details of this are outlined below:

If you are working in school and have a safeguarding concern: immediately inform the member of SLT running the school that day. They will contact a safeguarding lead. Follow up this conversation with a referral through the online safeguarding referral system (Safeguard my school) which will be seen by the safeguarding leads.

If you are working at home and have a safeguarding concern: You can still use the online referral system as you would in school. Alternatively, you can call any of the DSL staff on the list above. Please use the DSL, Deputy DSL, HT & DHT in the first instance.

If you have an immediate safeguarding concern about a child, where there is an immediate risk of harm, and you cannot contact Alex or other senior school staff, then you must contact Derbyshire Social Care on 01629 533190, or the Police on 101.

Where staff are concerned about an adult working with children in the school, they should speak to the senior leader in school who will contact the Headteacher. This should be followed up with a written account emailed 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. Any concerns around the Headteacher should be directed to the Chair of Governors:

The Headteacher (or Chair of Governors) will follow the usual referral to Miles Dent (LADO) using the online form.

6. Safeguarding Training and induction
DSL update training is very unlikely to take place whilst there remains a threat of the COVID 19 virus and some refresher courses have already been cancelled. 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.

Buxton Community School have frozen all new appointments to vacant posts but if, for any reason, new staff are recruited, or new volunteers enter Buxton Community School, they will continue to be provided with a safeguarding induction.

Buxton Community School do not propose to join other schools in offering a hub for vulnerable children, or the care of key worker's children currently. If however, staff are deployed from another education or children's workforce setting to our school, for any reason, 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 the school's child protection policy, confirmation of local processes and confirmation of DSL arrangements.

7. 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, Buxton Community School 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 Buxton Community School 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.**

Buxton Community School 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.

Buxton Community School 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

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, Buxton Community School will continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE.

8. Online safety
Buxton Community School will continue to provide a safe environment, including online. This includes the use of an online filtering system. Where students are using computers in school, appropriate supervision will be in place.

9. 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 Child Protection Policy and where appropriate referrals should still be made to children's social care and as required, the police.
Online contact with students should only happen using a school email address. All work for students will be set using Class charts, the website or by the school email address.

Buxton Community School will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements.

Currently work will be set on Class Charts, email and via the website **but if** Buxton Community School decided to host virtual lessons where webcams are involved the following principles will apply:
• No 1:1 teaching, 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.
• Language must be professional and appropriate, including any family members in the background.
• Staff should record, the length, time, date and attendance of any sessions held.

10. Supporting children not in school
Buxton Community School is committed to ensuring the safety and wellbeing of all its children and young people. 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 or young person.

Details of this plan have been shared with SLT and the relevant key workers. All contact with families should be recorded.

The communication plans include remote contact, phone contact, door-step visits (when not in lockdown). Other individualised contact methods should be considered and recorded.
Buxton Community School 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 via emails from the Headteacher. Buxton Community School recognises that school is a protective factor for children and young people, 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 students' work where they are at home.

Buxton Community School 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.

11. Supporting children in school

Buxton Community School is committed to ensuring the safety and wellbeing of all its students. Buxton Community School 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 student ratio numbers are appropriate, to maximise both the safety of the students and the safety of the school staff.

Buxton Community School 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. All staff and students will wash their hands on entry to school.

12. Peer on Peer Abuse

Buxton Community School 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 of the Child Protection Policy.

The school will listen and work with the young person, 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 Safeguard My School and appropriate referrals made.