

Annex 1



**COVID-19 School Closure
Arrangements for
Safeguarding and Child Protection at
Marus Bridge Primary School**

School Name: Marus Bridge Primary School

Policy owner: R. Aldridge

Date: 4/1/21

Date shared with staff: 8/1/21

1. Context

From 4/1/21 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 Marus Bridge Primary School Safeguarding, and Child Protection policy contains details of our individual safeguarding arrangements in the following areas:

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Key contacts

Role	Name	Contact number	Email
Designated Safeguarding Lead	Ross Aldridge	07971139664	r.aldridge@marusbridge.co.uk
Deputy Designated Safeguarding Lead	Karen Bish	07443333124	k.bish@marusbridge.co.uk
Headteacher	Michael Gaskill	07943366896	m.gaskill@marusbridge.co.uk
Trust Safeguarding Support	Jeanette Rigby	0151 477 8710	j.rigby@kirkbyhighschool.com
Chair of Governors	Jason Taylor	07889533035	j.taylor@marusbridge.co.uk

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 or have limited or no access to technology at home.

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 or college 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.

It may also be that some pupils who have difficulty engaging in remote education may be considered to be vulnerable children, and therefore

eligible to attend provision in person. As outlined in the guidance, this is a decision based on local discretion and the needs of the child and their family, as well as a wide range of other factors.

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.

Marus Bridge Primary 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 people for this will be: **Karen Bish and Ross Aldridge.**

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 Marus Bridge Primary School will explore the reasons for this directly with the parent.

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

Marus Bridge Primary School will encourage vulnerable children to interact remotely via TEAMS and the SEESAW communication tool and support their parents/carers in doing so with regular contact from the pastoral team.

Attendance monitoring

Schools should continue to record attendance in the register. Schools should follow up on absences of the pupils who are expected to be in school.

Marus Bridge Primary School and social workers will agree with parents/carers whether children in need should be attending school - they will then follow up on any pupil that they were expecting to attend, who does not. We 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.

To support the above, when communicating with parents/carers and carers, we will confirm emergency contact numbers are correct and ask

for any additional emergency contact numbers or emails where they are available.

Designated Safeguarding Leads

Marus Bridge Primary School school has a Designated Safeguarding Lead (DSL) and a Deputy DSL.

The Designated Safeguarding Lead is Ross Aldridge

The Deputy Designated Safeguarding Lead is Karen Bish

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 senior leader will assume responsibility for co-ordinating safeguarding on site.

This might include updating and managing access to child protection online management system, liaising with the offsite DSL (or deputy) and as required liaising with children's social workers where they require access to children in need and/or to carry out statutory assessments at the school or college.

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 that person is and how to speak to them. The DSLs will continue to engage with social workers and other outside agencies remotely and where possible.

Reporting a concern

Where staff have a concern about a child, they should continue to follow the process outlined in the school Safeguarding Policy thereby reporting directly to the DSL or DDSL: this includes writing a concern and uploading to SIMS, which can be done remotely.

In the unlikely event that a member of staff cannot access SIMS from home, they should email the concern form to the Designated Safeguarding Lead or Deputy Safeguarding Lead. This will ensure that the concern is then logged in SIMS.

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 speak directly to the headteacher.

Concerns around the Headteacher should be directed to the Chair of Governors, Jason Taylor, and the **LADO, Sue Wharton, on 01942838328.**

The Multi-Academy Trust will continue to offer support in the process of managing any allegations.

Safeguarding 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.

All existing school staff have had up to date safeguarding training and have read part 1 of Keeping Children Safe in Education (2020). The DSL should communicate with staff any new local arrangements where necessary.

Where new staff are recruited, or new volunteers enter school, they will be inducted with appropriate safeguarding information and protocol.

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

For movement within the Trust, schools should seek assurance from the RLT (MAT) HR Manager that the member of staff has received appropriate safeguarding training.

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, the 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.

If we were to use 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.

Marus Bridge Primary 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.

Marus Bridge Primary 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 or college, and that appropriate checks have been carried out, especially for anyone engaging in regulated activity. As such, we 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:

Marus Bridge Primary School will continue to provide a safe environment, including online. This includes the use of an online filtering system provided by the RLT.

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

Children and online safety away from school and college

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

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

Below are key protocols for delivering virtual lessons safely, especially where webcams are involved and is in line with Rowan Learning Trust policy:

- No 1:1 teaching sessions
- Children will not be visible to each other or the teacher
- Any computers used should be in appropriate areas, for example, not in bedrooms.
- Live classes should be kept to a reasonable length of time (max 45 mins). Work for the day including lessons approximately 3 hours for KS1 and approximately 4 hours for KS2
- Language must be professional and appropriate and the background must be blurred.
- Staff must only use platforms provided/authorized by The Rowan Learning Trust to communicate with pupils
- Staff should record the attendance of any sessions held.
- Protocol for monitoring attendance of live sessions and work on SeeSaw will be created by the SLT.
- All discussion in the chat facility of TEAMS will be saved and monitored live to ensure appropriate usage.
- Training will be offered and RLT ICT helpdesk used to ensure the online safety of teachers and pupils during remote learning.

Supporting children not in school

Marus Bridge Primary 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 is recorded on a register, as should a record of contact that has been made.

The communication plans can include; remote contact, phone contact, door-step visits. Other individualised contact methods should be considered and recorded.

Marus Bridge Primary School and its leaders 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 or deputy will consider any referrals as appropriate. The school will share safeguarding messages via Parent Mail and social media pages.

Marus Bridge Primary 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 are aware of this in setting expectations of pupils' work where they are at home. We 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.

Supporting children in school

The Headteacher and SLT will ensure that appropriate staff are on site and staff to pupil ratio numbers are appropriate to maximise safety.

We 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 **and adhere to the school's risk assessment.**

Additionally, we 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.

Where concerns about the impact of staff absence arise – such as our DSLs or first aiders – SLT will discuss them immediately with the trust.

Peer on Peer Abuse

Marus Bridge Primary 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 multiagency partner required to ensure the safety and security of that young person.

Support from the Multi-Academy Trust

The Multi-Academy Trust (MAT) Central Safeguarding Team will provide support and guidance as appropriate to enable the DSLs to carry out their role effectively.

APPENDIX A:

Appendix A: Information for parents on safeguarding procedures during school closure:

During the period of school closure, we are aware that vulnerable families will not have the same access to the school staff who usually support them. We would like to provide some reassurance regarding ongoing access to support during this difficult time.

Our promise to parents & carers:

Staff will continue to attend any remote safeguarding meetings in relation to your children provided that these go ahead.

In the event that meetings are cancelled, we will provide up to date information (via report) to professionals who are working with your family.

We will endeavour to respond to all emails within 48 hours during term time.

In the event that you have a serious safeguarding concern, please find below the number for the local Children's Services Departments for our pupils:

Wigan Children's Services: 01942 828260

IF YOU ARE SERIOUSLY CONCERNED ABOUT YOUR CHILD'S SAFETY OR WELL-BEING AND BELIEVE THEY MAY BE AT RISK OF IMMEDIATE DANGER, PLEASE DON'T HESITATE TO RING 999 TO REPORT YOUR CONCERNS DIRECTLY TO THE POLICE.

If you are concerned about your child’s mental health and presentation, please contact Children’s and Adolescents Mental Health Services (Healthy Young Minds) directly on the following number:

Wigan CAMHS: 01942 775400

Further agency support can be found at:

NSPCC/ Childline

Children's charity dedicated to ending child abuse and child cruelty. Phone: 0800 1111 for Childline for children (24-hour helpline)

Appendix B: Wellbeing check phone calls script and signposting guidance

Group	Staff	How often
Red - High Risk	KB (RA/MG)	Daily contact
Amber - Medium Risk	KB (RA/MG)	Twice weekly contact
Green - Low Risk	KB (RA/MG)	Contact once per week

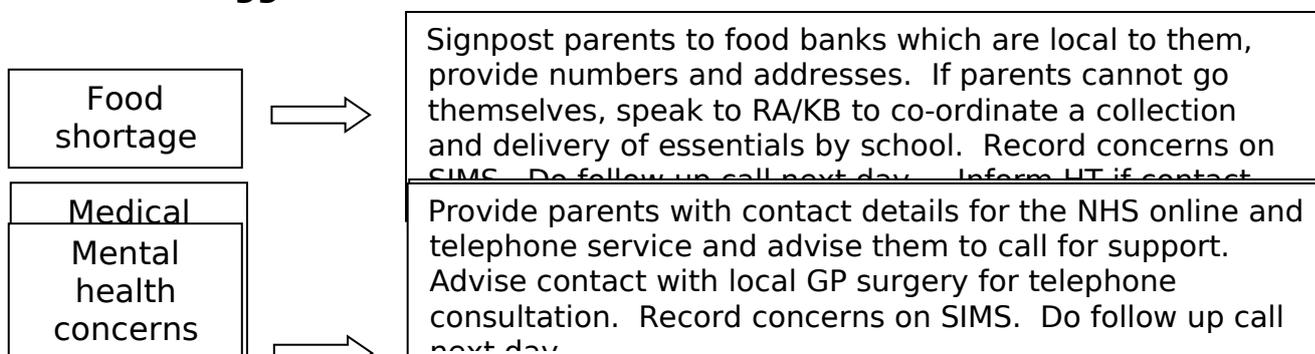
ALL CALLS MUST BE RECORDED ON THE CALL TRACKER,
ALL CONCERNS MUST BE REPORTED VIA SIMS AND CONTACT MADE WITH RA / KB IN THE EVENT OF ANY URGENT CONCERNS

Questions and themes:

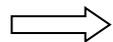
- 1) How are things at home?
- 2) How is everyone feeling? Is everyone well?
- 3) Do you have everything you need in terms of school work?
- 4) Do you have everything you need for the family (eg. groceries, medication etc.)
- 5) Is there anything we can support you with at the moment?

PLEASE NOTE THAT THE PRIORITY TRACKERS ARE FLUID DOCUMENTS AND ADDITIONAL STUDENTS WILL BE ADDED IN THE EVENT THAT WELLBEING CALLS IDENTIFY A SAFEGUARDING CONCERN.

Concerns flagged:



Medical
concerns
linked to
coronavirus



Provide parents with contact details for the local CAMHS departments and advise them to call for support. Record concerns on SIMS. Do follow up call next day. Inform RA/KB if contact cannot be made.

**IN THE EVENT OF A SERIOUS SAFEGUARDING CONCERN, PLEASE CONTACT RA /KB / MG IMMEDIATELY.
REFERRALS TO BE SUBMITTED AS NORMAL IF REQUIRED WITH DETAILS OF RISK TO YOUNG PERSON.
Please record all details on SIMS at the earliest opportunity.**