



The Gainsborough Academy

'High Expectations'

Addendum Policy in response to COVID-19 Outbreak

COVID-19 school closure arrangements for Safeguarding and Child Protection at The Gainsborough Academy

School Name: The Gainsborough Academy

Policy owner: Anna Leng

Date: 30/3/2020

Date shared with staff: 31/3/2020

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 of The Gainsborough Academies Safeguarding and Child Protection policy contains details of our individual safeguarding arrangements in the following areas:

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Key contacts

Role	Name	Email
Designated Safeguarding Lead	Anna Leng	Anna.leng@thegainsboroughacademy.org.uk
Deputy Designated Safeguarding Leads	Nic Devine	Nicola.devine@thegainsboroughacademy.org.uk
Chair of Governors	Shaun Flynn	sflynn-gov@wickersleypt.org
Safeguarding Governor / Trustee	Andy Jessop	ajessop@wickersleypt.org

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, where appropriate 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. Many children and young people with EHC plans can safely remain at home and the SENDCO will coordinate this approach.

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 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.

The Gainsborough Academy 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 looked after children within the Academy is Matt Boucher (SENDCO)

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 increased risk or it has been agreed alongside both the family and social worker that this isn't in the best interests of the individual concerned.

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

The Gainsborough Academy will encourage our vulnerable children and young people to participate in active school work even if being educated at home.

Attendance Monitoring

During this period the Gainsborough Academy does not need to complete the usual day-to-day attendance processes to follow up on non-attendance. However, we will chase up any students who do not arrive to school that we were expecting and we will maintain regular contact (every 3 school days) with all families who are classed as vulnerable.

If The Gainsborough Academy has any children in attendance (e.g. because they are vulnerable or their parent(s) / carers are critical workers) we will submit the daily attendance sheet to the DfE by 12 noon to

<https://www.gov.uk/government/publications/coronavirus-covid-19-attendance-recording-for-educational-settings>

If the school has closed, we will complete the return once as requested by the DfE and make the Local authority aware.

Welfare Checks on Vulnerable

Where vulnerable families cannot be contacted by telephone a home visit will be conducted. Social distancing recommendations will apply during home visits and sight through a window is an acceptable form of contact during this time.

Where the family has a social worker they will also be made aware if contact is not successful to support further all information will be recorded via the use of a google sheet and concerns reported as per the usual reporting systems of CPOMS.

Designated Safeguarding Lead

The optimal scenario is to have a trained DSL (or deputy) available on site during all student open sessions. Where this is not the case a trained DSL (or deputy) will be available to be contacted via phone or online - 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 coordinating safeguarding on site.

This might include updating and managing access to child protection online management system, CPOMS and 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.

It is important that all Gainsborough Academy staff and volunteers have access to a trained DSL (or deputy). On each day, the staff on site will be made aware of who that person is and how to contact them.

The DDSL 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 done remotely.

In the unlikely event that a member of staff cannot access their CPOMS from home, they should email the Student Family Welfare Team studentandfamilywelfareteam@thegainsboroughacademy.org.uk (which alerts the full welfare team) and the SLT slt@thegainsboroughacademy.org.uk - 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 Principal without delay via anna.leng@thegainsboroughacademy.org.uk

Concerns around the Principal should be directed to the Chair of Governors: Shaun Flynn sflynn-gov@wickersleypt.org

The Wickersley Partnership Trust will continue to offer support in the process of managing allegations. ajessop@wickersleypt.org

Safeguarding Training and induction

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.

Where new staff are recruited, or new volunteers enter the Gainsborough Academy, they 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/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 Gainsborough Academy 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.

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- 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

Where the Gainsborough Academy 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.

The Gainsborough Academy 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.

The Gainsborough Academy 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, the Gainsborough Academy will continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE, liaising directly with the central Trust who maintains the SCR via an online portal.

Online safety in schools and colleges

The Gainsborough Academy 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.

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

Online teaching should follow the same principles as set out in the code of conduct. Online assistance for IT support will continue remotely throughout any closure period.

The Gainsborough Academy 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 are involved:

- No 1:1s, groups only
- Staff and children must wear suitable clothing, as should anyone else in the household.
- Any computers used online between staff and students should be in appropriate areas, for example, not in bedrooms; and where possible 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 must only use platforms specified by senior managers and approved by our IT network manager / provider to communicate with pupils
- Staff should record, the length, time, date and attendance of any sessions held.

Supporting children not in school

The Gainsborough Academy is committed to ensuring the safety and wellbeing of all its Children and Young people.

The school will share safeguarding messages on its website and social media pages. As well as signposting mental health support networks and key information

The Gainsborough Academy 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 at the Gainsborough Academy need to be aware of this in setting expectations of pupils' work where they are at home.

Supporting children in school

The Gainsborough Academy is committed to ensuring the safety and wellbeing of all its students. Where required the school will continue to be a safe space for all children to attend and flourish. The Principal will ensure that appropriate staff are on site and staff to pupil ratio numbers are appropriate, to maximise safety.

The Gainsborough Academy 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.

The Gainsborough Academy 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 and follow all usual methods of recording concerns.

Supporting children who are entitled to FSM during school closure periods

The Gainsborough Academy is committed to ensuring the wellbeing of all its Children and Young people which includes supporting those entitled to free school meals during any school closure period. The Academy will utilise central government policy to utilise EDENRED voucher scheme to provide all qualifying families with financial assistance to ensure food for the children can still be purchased. Where possible restrictions will be placed on any bought voucher to reduce the possibility of vouchers being used against cigarettes, alcohol or other age restricted items to support the safeguarding of all young people. All vouchers will be posted to parents using the first contact registered address and each voucher number will be clearly recorded against each qualifying families details to reduce the possibility of fraudulent activity.

This 'Addendum Policy' has been written in response to COVID-19 Outbreak and is to be used in conjunction with the Safeguarding and Child Protection