



Date: 31st March 2020
Date shared with staff: 2nd April 2020
Date shared with governors: 2nd April 2020

COVID-19 school closure arrangements for Safeguarding and Child Protection Brookland Infant and Nursery and Junior Schools

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.

Key contacts:

The DSL in the Infants is: Brenda McCafferty and in the absence of the DSL, child protection matters will be dealt with by the Safeguarding Team: Amy Simpson, DHT or Alison Gross, Inclusion Leader. All DSL's are contactable through the school office. Infants: 020 8346 6824, office@brooklandinf.barnetmail.net. Direct emails for the safeguarding team can be used during this time: head@brooklandinf.barnet.sch.uk, amy@brooklandinf.barnet.sch.uk, senco@brooklandinf.barnet.sch.uk

The DSL in the Junior School is: Jenny Aylen and in the absence of the DSL, child protection matters will be dealt with by the safeguarding Team: DHT Shirley Bates, Acting SENCO Bryony Davies and Simon Greenhouse Wellbeing lead and also form part of the safeguarding team. All DSL's are contactable through the school office. Juniors: 020 8346 6937, office@brooklandjnr.barnetmail.net. Direct emails for the safeguarding team can also be used during this period of school closure head@brooklandjnr.barnetmail.net, senco@brooklandjnr.barnetmail.net or wellbeing@brooklandjnr.barnetmail.net

Our named school governor with safeguarding responsibilities is Laura Pincus, she is contactable through the school offices in both school offices or via chair@brooklandjnr.barnetmail.net

Contact details for MASH (Multi Agency Safeguarding Hub) 020 8359 4066 during office hours or via Barnet Safeguarding Children Website MASH@barnet.gov.uk or secure e-mail on MASH@barnet.gcsx.gov.uk. Call Barnet if it is out of hours 020 8359 2000 and ask for duty social worker or call 101 for local police. NSPCC are also able to respond to urgent concerns 0808 800 5000

Vulnerable children

Vulnerable children defined by the DfE at this point include those who have a social worker and those children 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 by the schools in consultation with the Local Authority and parents, to decide whether they need to continue to be offered support directly in school 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. During this period, the school, local authorities, health bodies, parents and children with SEND are asked to work together to respond pragmatically and flexibly to each individual's needs.

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 safeguarding team) know who our most vulnerable children are. They have the flexibility to offer a place in school to those on the edge of receiving children's social care support.

Safeguarding teams and reporting concerns

Brookland Junior and Brookland Infant and Nursery Schools will continue to work with and support children's social workers to help protect vulnerable children. This includes the local authority virtual school head (VSH) for looked-after and previously looked-after children. The lead person for this will be: Simon Greenhouse for the Junior School and Alison Gross for the Infant and Nursery School.

There is an expectation that vulnerable children who have a social worker will attend school, so long as they do not have underlying health conditions that could 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 the school will explore the reasons for this directly with the parent. Where parents are concerned about the risk of the child contracting COVID19, the schools or the social worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England.

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 at Keyworker School/ Brookland Zoo. Brookland Infant and Nursery and Brookland Junior Schools and individual social workers will agree with parents/carers whether children should be attending school and will then follow up on any pupil that they were expecting to attend and will notify the social worker of attendance.

Safeguarding and Child Protection for children physically in school

Additional information on who would collect a child if unwell and day to day Contact points will be collected for any pupils physically attending school. All staff working in school will read and observe school policies to prevent the spread of Covid 19, including the Infection Control Policy. For the Junior school, staff must also read Keyworker School routines. For the Infant and Nursery school, staff must also read the zoo guidelines for staff.

A DSL or member of safeguarding team will be on site during term time hours to ensure support for children in school, to make and take calls from the school phone relating to safeguarding concerns and to access paper copies of CP records if needed. If this is not possible at any point during school closure then staff will be told who to contact. This would be the onsite DSL for Brookland Junior School or Brookland Infant and Nursery School in the first instance and a member of the safeguarding team working at home as second contact point. If needed, the Local Authority would be contacted for further DSL cover. Senior Leaders will ensure that appropriate staff are on site, including First Aid provision and that staff to pupil ratios are appropriate to maximise safety. The schools will continue to 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.

Child Protection and Safeguarding procedures for all staff working from home

The DSL and safeguarding team will continue to engage with social workers, and attend all multi-agency meetings, where this can be done remotely. The Junior School safeguarding team will meet via Microsoft Teams once a week to ensure information is shared and actions taken. Actions may include weekly phone calls to key families, emails, regular checks by class teachers and could include visiting a family home directly if no contact has been made in other ways. Protocols

for doing this would be followed based on DfE and Barnet guidance. The Infant school will keep the DSO team updated via CPOMS.

Reporting a concern

Where staff have a concern about a child, they should continue to follow the process outlined in the normal school Child Protection and Safeguarding Policy, this may include making a written report using Record of Concern forms which can be done remotely. School staff in the Infant and Nursery school are ringing children in their class every 2 weeks and vulnerable children will be called by the DSO team as well to see how things are. If staff should call the school office to speak with the DSL on site if they have a concern about a child. The DSL will ensure this concern is appropriately recorded in school and actions taken. 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 follow the main Child Protection Policy, contacting the Head Teacher or DHT in her absence. Concerns around the Headteacher should be directed to the Chair of Governors.

Safeguarding Training and induction

DSL training is unlikely to take place whilst there remains a threat of the COVID 19 virus, although online training is possible. 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 refresher training is overdue. There is also a three month grace period for any safeguarding training that has run out during the COVID-19 period.

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 join the school they will continue to be provided with a safeguarding induction.

Vetting of new staff:

If staff are deployed from another education or children's workforce setting to our schools, we will take into account the DfE supplementary guidance on safeguarding children during the COVID-19 pandemic and will accept portability of DBS, references etc. 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 our child protection policy, including this appendix and DSL arrangements.

It remains essential that people who are unsuitable are not allowed to enter the children's workforce or gain access to children, including online. When recruiting new staff, the schools will continue to follow the relevant safer recruitment processes, including, as appropriate, relevant sections in part 3 of Keeping Children Safe in Education (2019) (KCSIE), taking advice from the Local Authority as needed.

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 the schools 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. Referrals to the LADO, DBS, TRA would continue as normal and the legal duty remains for Brookland Junior and Infant and Nursery Schools to refer anyone who has harmed or poses a risk of harm to a child. The new designated email for TRA (teacher registration agency) during the COVID-19 period is 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 schools and that appropriate checks have been carried out, especially for anyone engaging in regulated activity. As such, the schools will continue to keep the single central record (SCR) up to date as outlined in our CP policy.

Online safety

Brookland Infant and Nursery and Brookland Junior Schools will continue to provide a safe environment, including online and our online safety and acceptable use policies continue to be vital to safeguarding practice. Where students are using computers or tablets in school, appropriate supervision will be in place and mobile phones will be collected at the start of the day for independent travellers.

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 online safety procedures and where appropriate referrals should still be made within school, to children's social care and as required, the police.

Online teaching should follow the same principles as set out in the Brookland Junior and Brookland Infant and Nursery Schools Codes of Conduct. The schools will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements. Brookland Schools are not intending to live stream any images currently and are using established platforms for home/ school communications such as Dojo and My Maths as well as work emails.

Supporting children not in school

Brookland Infant and Nursery and Junior Schools are committed to taking all reasonable measures to ensure 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 additional pastoral support in school, they will ensure that a robust communication plan is in place for that child or young person. Details of this plan and who is responsible for communication are held by the safeguarding team and updated weekly. Records of contact will be maintained using paper copy CP folders and/ or electronically by the safeguarding team.

The school will share safeguarding messages, including online safety on its website and through newsletters to families. Brookland Junior and Infant and Nursery Schools recognise that school is a protective factor for children and the current circumstances, can affect the mental health of pupils and their parents/carers. Teachers are mindful of this in setting expectations of pupils' work where they are at home and will offer support and signpost further support beyond school where possible.