

SELATTYN C.E. PRIMARY SCHOOL

**Addendum: COVID-19 Early
Years and Childcare settings
arrangements for Safeguarding
and Child Protection Policy**

**24.05.20 TO BE REVIEWED IN
LINE WITH GOVERNMENT
GUIDANCE AND AS MORE
CHILDREN RETURN EARLY
YEARS AND CHILDCARE
SETTINGS.**

Purpose

This addendum must be unique to your setting and needs to reflect the practise within your setting. The Statutory Framework for the Early Years Foundation Stage (EYFS) provides clarity that providers must have their own Child Protection policy. It is each settings responsibility to ensure their own policy is compliant with the EYFS and [Coronavirus \(COVID-19\): safeguarding in schools, colleges and other providers](#).

From 20th March 2020 parents were asked to keep their children at home, wherever possible, and for providers to remain open only for those children of workers critical to the COVID-19 response - who absolutely need to attend. Current guidelines are that registered childcare providers (including nurseries and childminders) are responsible for providing places to vulnerable children, and children of workers critical to the COVID-19 response.

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.

<https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-vulnerable-children-and-young-people#>

This addendum of the **SELATTYN C.E. PRIMARY SCHOOL** Child Protection and Safeguarding Policy contains details of our individual safeguarding arrangements. We will follow [Coronavirus \(COVID-19\): safeguarding in schools, colleges and other providers](#) and regularly review as and when more children return to settings.

Key contacts

Role	Name	Contact number	Email
Designated Safeguarding Lead	CLAIRE MORGAN	01691 659744	head@selattyn.shropshire.sch.uk
Deputy Designated Lead	DAVE PATCH	01691 659744	patch.d@selattyn.shropshire.sch.uk
CHAIR GOVERNORS/ SAFEGUARDING LINK GOVERNOR	SARAH SAMSON		sarah.samson@me.uk

What is the definition of vulnerable children in relation to this guidance?

Those who have a social worker including children who have a child protection plan and those who are looked after by the local authority. A child may also be deemed vulnerable if they have been assessed as being in need or otherwise meet the definition in Section 17 of the Children Act 1989.

or

Those children where professionals are concerned that they may be at increased risk of significant harm if they are not in the setting; this could be due to contextual safeguarding issues or existing or new pressures within a family household.

Please note the Local Authority have drafted a risk assessment that will support you in making decisions. Please contact sue.carroll@shropshire.gov.uk for a copy along with any advice on the use of the document

Designated Safeguarding Lead

SELATTYN C.E. PRIMARY SCHOOL has a Designated Safeguarding Lead (DSL) and a Deputy DSL.

The Designated Safeguarding Lead is: CLAIRE MORGAN (HEAD)

The Deputy Designated Safeguarding Lead is: DAVE PATCH

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 practitioner will assume responsibility for co-ordinating safeguarding on site. This might include updating and managing access to child protection records and liaising with the offsite DSL (or deputy) and as required liaising with children's social care where they require access to children in need and/or to carry out statutory assessments.

It is important that all **add name of setting** 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 DSL will continue to engage with social workers, and attend all multi-agency meetings, which can be done remotely.

The DSL (or deputy) should provide support to staff to ensure that contact is maintained with children (and their families) who are not yet returning to the setting. Where possible staff should try and speak directly to children to help identify any concerns. Staff should be encouraged (where possible) to make calls from the setting via the settings phones and devices. Where staff use personal phones to make calls, they should withhold their personal number.

Reporting a concern

Where staff have a concern about a child, they should continue to follow the process outlined in the settings Child Protection and Safeguarding Policy.

If a member of staff cannot access children's safeguarding records from home, they should email the Designated Safeguarding Lead. This will ensure that the concern is received.

Staff are reminded of the need to report any concern immediately and without delay.

This setting recognises that there will be challenges as children start to return to the setting after lockdown. I will ensure that there are opportunities for staff members to have conversations with children to discuss their experience of being at home during lockdown. I recognise that some children will have been exposed to further abuse and neglect and will therefore provide age/stage appropriate opportunities to enable children to talk about any worries they may have.

Where staff are concerned about an adult working with children in the setting, they should report the concern to the DSL. If there is a requirement to make a notification to the DSL whilst away from the setting, this should be done verbally and followed up with an email to the DSL.

Concerns around the DSL should be directed to Deputy DSL/Director/Chairperson/Registered Person:

DEPUTY – DAVE PATCH or SARAH SAMSON

Safeguarding training and induction

DSL training is very unlikely to take place whilst there remains a threat of the COVID 19 virus. (Shropshire will be delivering DSL update training from June 2020 so please remove this if this doesn't refer to your training status).

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 staff have had safeguarding training. 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 **SELATTYN C.E. PRIMARY SCHOOL**, they will continue to be provided with a safeguarding induction.

Upon arrival, they will be given a copy of the settings Safeguarding and Child Protection Policy, confirmation of local processes and confirmation of DSL arrangements.

The DSLs (and deputies) at this setting will continue to do what they reasonably can to keep up to date with safeguarding developments, such as via Shropshire Safeguarding Community Partnerships, newsletters and professional advice groups.

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, **SELATTYN C.E. PRIMARY SCHOOL** will continue to follow the relevant safer recruitment processes for their setting.

In response to COVID-19, the Disclosure and Barring Service (DBS) has made changes to its guidance on standard and enhanced DBS identification checking to minimise the need for face-to-face contact.

If staff are deployed from another education or children's workforce setting to our setting, 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 all safer recruitment checks set out in EYFS, including an enhanced DBS and children's barred list check
- the individual has been subject to relevant child protection training
- 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 **SELATTYN C.E. PRIMARY SCHOOL** are utilising volunteers, we will continue to follow the Safeguarding and Welfare Requirements of the EYFS. Under no circumstances will a volunteer who has not been checked be left unsupervised or allowed to work in regulated activity.

SELATTYN C.E. 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 as set out in the Safeguarding and Welfare Requirements of the EYFS.

Whilst acknowledging the challenge of the current national emergency, it is essential from a safeguarding perspective that any provider is aware, on any given day, which staff/volunteers will be in the setting, and that appropriate checks have been carried out, especially for anyone engaging in regulated activity.

Managing contact with children and families

Assessment of risk

Vulnerable pupils should be identified by the setting based on potential risk and gradings given to those pupils in order of priority: Red, Amber, Green.

Red – most risk of harm or neglect and fewest protective factors (would include those with a child protection plan/LAC/identified as being at risk of exposure to Domestic Abuse within the household)

Amber – a moderate risk of harm, but with some protective factors (would include those identified as 'Child in Need'; and those with a social worker)

Green – some concerns escalating or unmet needs; or have been red or amber and require monitoring.

These levels would be specific to your setting and be based on factors that relate to those children attending your setting. You may not have any children who fall into the above categories (CP/CIN) but can still be graded using the above flagging system. You may also consider adding your children with SEND into these categories.

If a child has an allocated social worker, it is advised that you liaise with that person to ensure that they are aware of whether the child is attending your setting or not and to agree the level of contact required and how this is carried out.

Children can be moved between the categories, depending on the intelligence and information available to your setting. If settings need to close, risk factors may be higher and may warrant a higher grade than usual

Suggested contact for vulnerable pupils

RED

- A twice weekly phone call/virtual contact with parents to ascertain if any further support is required and to ascertain that the child is safe. Ideally, this would be undertaken by the DSL but if this is not possible, then a Deputy DSL or Senior Practitioner would be appropriate.
- (Any information or intelligence to support that a child may be at potential risk, to be reported to the designated social worker)

AMBER

- A weekly phone call to parents to ascertain if any further support is required and that the pupil is safe. Ideally, this would be undertaken by the DSL but if this is not possible, then a Deputy DSL or Senior Practitioner would be appropriate
- (Any information or intelligence to support that a child may be at potential risk, to be reported to the designated social worker or FPOC)

GREEN

- No further contact required.

Multi-agency safeguarding arrangements

For the most vulnerable children, staff should attend CP and CIN meetings where possible. These are currently being held remotely. If you are unable to attend, it is vital that a report is submitted.

Strategy meetings also continue to be held and DSL's should undertake their duties in the same way as before, but meetings will be held virtually.

For advice relating to reporting procedures, please refer to your setting Child Protection and Safeguarding Policy.

If conducting any 'Virtual' contact with children and their families

All use of technology should continue to be in line with settings' e-safety policies.

A written record of all contact with vulnerable children and their parents/carers should be made and retained in accordance with current regulations. This record should include:

- Any concerns or worries raised by the child (if you speak directly to them.)
- Any concerns or worries raised by the parent/carer
- Summarise the situation as reported
- Note any actions that need to be undertaken

When contact is made using telephones or social media platforms or apps, where possible, please use setting equipment, rather than personal devices.

Please ensure that children and parents/carers are appropriately dressed and in a communal area of their home. No interaction should take place if the child is in a bedroom or bathroom.

Staff should be mindful of confidentiality and, under no circumstances, should they carry out any conversations in the presence of their own family members at home.

Staff should be appropriately dressed following the same dress code that is implemented in their usual workplace.

Staff need to be aware of their surroundings and what can be viewed in their home environment. If possible, they should use the background 'dimming' facility on video links.

In the same way as home visits, if there are concerns around sole contact with a child or parent/carer, settings could consider having joint contact through call conferencing facilities.

The principles set out in the [guidance for safer working practice for those working with children and young people in education settings](#) published by the **Safer Recruitment Consortium** will be referred to in order to help the setting satisfy themselves that their staff behaviour policies are robust and effective.

Non-attendance monitoring

If a child is expected to attend the setting but does not arrive, the normal non-attendance monitoring procedures should be followed.

If you have concerns of significant harm report to the named Social Worker or contact FPOC on 0345 6789021. If you feel the child is at risk of immediate harm report to police. For non-urgent welfare concerns, with parental consent, you can email the MARF to compass.referrals@shropshire.gov.uk

Supporting children in early years and childcare settings

SELATTYN C.E. PRIMARY SCHOOL is committed to ensuring the safety and well-being of all children. Negative experiences and distressing life events, such as the current circumstances, can affect the mental health of children and their parents. Where they have children of critical workers and vulnerable children on site, and/or more children returning to settings from 1 June onwards, settings should ensure appropriate support is in place for them.

SELATTYN C.E. PRIMARY SCHOOL will continue to be a safe space for all children to attend and flourish. The Registered Person will ensure that appropriate staff are on site and staff ratios are appropriate, to maximise safety.

SELATTYN C.E. PRIMARY 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.

SELATTYN C.E. PRIMARY 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. This will be bespoke to each child and recorded on the child's safeguarding file

For further advice or support with implementing these additional procedures please contact:

Fiona Purslow (Safeguarding Officer) at: fiona.purslow@shropshire.gov.uk,

Sue Carroll (EY Lead for SEND) at sue.carroll@shropshire.gov.uk

Judith Pilkington (EY Interventions Officer) at judith.pilkington@shropshire.gov.uk