



Child Protection and Safeguarding Policy Addendum for COVID-19 arrangements

Context

This addendum of Baylis Court Nursery School Child Protection Policy contains details of our individual safeguarding and child protection arrangements in the following areas:

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2. Legislation
3. Vulnerable children
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5. Designated Safeguarding Lead
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9. Online safety in schools and colleges
10. Children and online safety away from school and college
11. Supporting children not in school
12. Supporting children in school
13. Peer on Peer Abuse
14. Mental Health

Key Contacts

Role	Name	Contact Number	Email
Designated Safeguarding Lead	Philip Gregory	01753 521917	head@baylis-nursery.slough.sch.uk
Governor with Safeguarding Responsibility	Valerie Oliver	07725753552	valerie.oliver@btinternet.com
Deputy Designated Safeguarding Lead	Sarah O'Brien	01753 521917	sarah@baylis-nursery.slough.sch.uk
Deputy Designated Safeguarding Lead	Tavinder Bhachu	01753 521917	tavinder@baylis-nursery.slough.sch.uk

Legislation

Keeping Children Safe in Education (KCSIE) is statutory safeguarding guidance that our schools should continue to have regard to as per our legislative duty. Whilst acknowledging the pressure that our schools are under, it remains essential that as far as possible we continue to be able to provide safe places for children and young people, even if this means a remote provision. We need to consider our safeguarding policy, procedure and process differently when compared to business as usual.

The way Baylis Court Nursery School is currently operating in response to coronavirus (COVID-19) is fundamentally different to business as usual, however, a number of important safeguarding principles remain the same:

- with regard to safeguarding, the best interests of children must always continue to come first;



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- if anyone in a school (or working remotely in this context) has a safeguarding concern about any child, they should continue to act and follow our reporting procedures as currently in place;
- a Designated Safeguarding Lead or Deputy Designated Safeguarding Lead will be available, including during periods which would otherwise be designated as holidays;
- it is essential that unsuitable people are not allowed to enter the children’s workforce and/or gain access to children;
- children should continue to be protected when they are online.

Any policies and procedures/processes in response to COVID-19 will not weaken our approach to safeguarding nor undermining our child protection policy.

Our policy and procedures will consider and reflect any advice received from our three safeguarding partners (*) or from the local authority regarding children with EHCPs; the local authority designated officer (details below) or children’s social care including reporting mechanisms, referral thresholds and children in need.

Slough

Local Authority Designated Officer (LADO) details for Slough:

Nicola Johnstone – LADO: 01753 474053 / 07927 681858 nicola.johnstone@scstrust.co.uk

Safeguarding Partner Board <https://www.sloughsafeguardingpartnership.org.uk/scsp>

Front door contact details remain the same for Slough: 01753 875362

Out of Hours: 01344 786543

Email MARF to: sloughchildren.referrals@scstrust.co.uk

Virtual School Head: Anne Bunce - anne.bunce@scstrust.co.uk or on 01753 875920

SEND Integrated support services: 01753 787660 ISSadmin@slough.gov.uk

*East Berkshire Clinical Commissioning Group, Director of nursing and quality
Thames Valley Police: Slough Borough Commander
Slough Local Authority; Statutory Directors of Childrens Services and Statutory Director of Adult Services, Chief Executive

Vulnerable children

Vulnerable children include those who have a social worker and those children and young people 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 is also 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 and are currently supported on a Child-In-Need Plan.

Those children and young people with an EHC plan have been risk-assessed in consultation with the Local Authority and parents/carers, to decide whether they need to be offered a school place in order to meet their needs, or whether they can safely have their needs met at home. This has, where appropriate included, carers, therapists or clinicians visiting the home to provide any essential services. Most of our children with EHC plans can safely remain at home.

Eligibility for free school meals in and of itself is not a determining factor in assessing vulnerability. We have the flexibility to offer a place to those on the edge of receiving children’s social care support, if needed and to ensure that our most vulnerable children and young people receive appropriate care and support at this time.

Baylis Court Nursery School will continue to work with and support children’s social workers to help protect vulnerable children. This also includes working with the local authority virtual school head (VSH) for looked-after and previously looked-after children.



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There is an expectation that vulnerable children who have a social worker would attend an education setting so long as they do not have underlying health conditions that puts them at risk. In circumstances where a parent has expressed the desire that they not want to bring their child to an education setting and their child is considered vulnerable, the social worker and school will explore the reasons for this directly with the parent.

Where parents are concerned about the risk of the child contracting COVID19, the school and/or the social worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England. Baylis Court Nursery School has encouraged our vulnerable children and young people to attend school if possible.

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. Our DSL/DDSLs and social workers have agreed with parents/carers whether children in need should be attending school and this is communicated with those normally responsible for attendance. The DfE are now using a new electronic spreadsheet which will be returned back to SBC COVID-19.SchoolAttendance@slough.gov.uk and the DfE daily by 12pm for any children and young people attending Baylis Court Nursery School.

If a vulnerable child is offered a place in emergency care provision, we will follow up on any children who do not attend. We also follow up with any parent or carer who has arranged care for their child(ren) and the child(ren) subsequently do not attend.

In all circumstances where a vulnerable child does not take up their place at school, or discontinues, the school will notify their social worker.

We will have a trained DSL (or deputy DSL) available on site at all times. Duties will include updating and managing access to child protection online management system (CPOMS) and liaising with children's social workers where they require access to children in need and/or to carry out statutory assessments at the school.

The DSL/DDSL will continue to engage with social workers, and attend multi-agency meetings, child in need meetings, child protection core group meetings and team around the family meetings which will be undertaken remotely.

Reporting a concern

Where staff have a concern about a child, they should continue to follow the process outlined in the Child Protection Policy. The DSL will also record reports via CPOMS, which can be done remotely.

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 head teacher directly and follow the Baylis Court Nursery School Whistle Blowing Policy. If there is a requirement to make a notification to the head teacher whilst away from school, this should be done verbally and followed up with an email to the head teacher. Initials of the child/children concerned must be with reference to initials only (in the email subject header and in the body of the email message).

Concerns around the head teacher should be directed to the chair of governors.

Concerns around the chair of governors should be directed to the local authority designated officer (LADO).

Safeguarding Training and induction



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DSL training is very unlikely to take place whilst there remains a threat of the COVID 19 virus however, this can be provided remotely should this become necessary. 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 annual safeguarding training and have read Part 1 and Annex A of Keeping Children Safe in Education (2019). Each member of staff has also had updates and further training through the year. Further training can be accessed through Educare for any members of staff wishing to complete further training during this time.

The DSL/DDSL will communicate with staff any new local arrangements so they know what to do if they are worried about a child. At Baylis Court Nursery School the DSL will communicate this via staff briefings, at staff meetings, email and annual safeguarding refresher training.

Where new staff are recruited, they will continue to be provided with a safeguarding training and induction and will undergo all necessary and relevant checks. If a member of staff comes to one of our schools from another education or children's workforce setting, we will consider 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.**

All members of staff 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, Baylis Court Nursery School 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).

Disclosure and Barring Service (DBS)

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.

Baylis Court Nursery 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. Baylis Court Nursery 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 will be made by emailing Misconduct.Teacher@education.gov.uk

We have agreed to 'suspend' any 'renewals' of DBS for existing staff until the schools are fully reopened. DBS processes will be followed for any new staff appointed and evidence will be requested electronically or seen by video and the original documents will be seen at the earliest opportunity when schools reopen.

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 will be in the school, and that appropriate checks have been carried out, especially for anyone engaging in regulated activity.



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Supporting children not in school

Baylis Court Nursery School is committed to ensuring the safety and wellbeing of all its children and young people. Where the DSL/DDSL has identified a child to be on the edge of social care support, or who would normally receive pastoral or additional support in school, a robust communication plan is in place for each vulnerable child or young person.

Details of this has been planned and a record of contacts are made. The communication plans can include: remote contact via email or phone contact or door-step visits in extreme circumstances. Other individualised contact methods will be considered where appropriate and recorded. Where concerns arise, the DSL/DDSL will consider any referrals as appropriate.

Supporting children in school

Baylis Court Nursery School is committed to ensuring the safety and wellbeing of all its children and young people. We will continue to be a safe space for relevant children to attend and flourish. We 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.

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. If there are any concerns due to the impact of staff absence in person or remotely – such as our Designated Safeguarding Lead, SENDCo or first aiders on a particular day – then this will be discussed between the head teacher and chair of governors immediately.

If working offsite at a nursery school hub and a school no longer has any staff to fulfil these roles, then the Slough Nursery School Network (SNSN) head teacher's will discuss, agree a solution and inform governors as appropriate.

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings>

Peer on Peer Abuse

Baylis Court Nursery 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. Concerns and actions must be recorded on CPOMS and appropriate referrals made.

- [Childline](#) - for support
- [UK Safer Internet Centre](#) - to report and remove harmful online content
- [CEOP](#) - for advice on making a report about online abuse

Support for parents and carers to keep their children safe online includes:

- [Internet matters](#) - for support for parents and carers to keep their children safe online
- [London Grid for Learning](#) - for support for parents and carers to keep their children safe online
- [Net-aware](#) - for support for parents and careers from the NSPCC
- [Parent info](#) - for support for parents and carers to keep their children safe online



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- [Thinkuknow](#) - for advice from the National Crime Agency to stay safe online
- [UK Safer Internet Centre](#) - advice for parents and carers

Mental Health

The fast pace of the changes may well have an impact on our mental health as a staff body and that of the children and young people that we work with and support.

Included here is a list of support available for children, young people and families as well as for staff:

Anxiety UK Telephone: 03444 775 774 Email: support@anxietyuk.org.uk

Live Chat Advisory Service is available during office hours, via the website.

Text: 07537 416 905 Services are available Monday – Friday 9.30am – 5.30pm (excluding bank holidays)

Education Support - Providing mental health and wellbeing support service to all educational staff

<https://www.educationsupport.org.uk/>

Helpline 08000 562 561

Mental Health Foundation

<https://www.mentalhealth.org.uk/publications/make-it-count-guide-for-teachers>

Including the five ways to wellbeing

Anna Freud

<https://www.annafreud.org/what-we-do/schools-in-mind/resources-for-schools/we-all-have-mental-health-animation-teacher-toolkit/>

Calm

Campaign against living miserably for men aged 15 – 35

Phone – 0800 58 58 58 daily 5pm – midnight www.thecalmzone.net

Mind

Phone 0300 123 3393 Monday to Friday 9am to 6pm

www.mind.org.uk

Samaritans

www.samaritans.org.uk

Sane

0300304 7000 4.30 – 10.30pm

Sane.org.uk

Young Minds

Parents helpline 0808 802 5544 Mon-Fri 9.30am – 4pm

www.youngminds.org.uk



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NSPCC

0808 800 5000 for adults

www.nspcc.org.uk

Parental support

<https://number22.org/info-for-parents/>

No Panic

<https://nopanic.org.uk/resources/>

NHS support

https://www.nhs.uk/oneyou/every-mind-matters/your-mind-plan-quiz/?WT.tsrc=Search&WT.mc_id=MentalHealthGeneric&qclid=EAlaIqobChMI06DN1Y2z6AIVFuDtCh2J3wdCEAAYASAAEgIDzvD_BwE

<https://www.nhs.uk/using-the-nhs/nhs-services/mental-health-services/camhs-information-for-children-and-young-people/>

<https://www.nhs.uk/conditions/stress-anxiety-depression/>

<https://www.nhs.uk/conditions/stress-anxiety-depression/moodzone-mental-wellbeing-audio-guides/>

Big White Wall

Big White Wall is a unique online mental health and wellbeing service offering self-help programmes and creative outlets.

MindEd

MindEd for Families give safe and reliable advice to parents and carers about young people's mental health.

Moodscope

[Moodscope](#) exist in order to help people to positively manage their moods.

Papyrus

Papyrus gives non-judgemental support, advice and information for those dealing with suicide, depression or emotional distress.

Tel: 08000 68 41 41

Whilst schools and colleges must continue to have appropriate regard to data protection and GDPR they do not prevent the sharing of information for the purposes of keeping children safe. Further advice about information sharing can be found at paragraphs 76-83 of KCSIE.

Any exchanges of information will ideally happen at DSL (or deputy) level, and likewise between special educational needs co-ordinators/named individual with oversight of SEND provision for children with EHC plans. However, it is acknowledged this may not always be possible. Where this is the case senior leaders should take responsibility.

Advice for the education sector is being updated daily.

The Department for Education COVID-19 helpline is available to answer questions.

DfE coronavirus helpline email DfE.coronavirushelpline@education.gov.uk Telephone 0800 046 8687



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If you have a query about coronavirus (COVID-19), relating to schools and other educational establishments in England contact our helpline. Lines are open Monday to Friday from 8am to 6pm and weekends 10am to 4pm. If you work in a school, please have your unique reference number (URN or UK PRN) available when calling the hotline.

All staff will be sent this additional policy to read and to will sign to say they have read and understood the content.

All staff who are working from home will be asked to email confirming the above.

July 2020