

Appendix to Safeguarding Appendix (– Response to COVID 19 situation.)

This is for staff. It is a temporary appendix to the Giffards Primary School Safeguarding Policy.

During the partial school closure all safeguarding policy and practice will be adhered to in line with usual practice. Some additional measures will be put in place as per the government guidelines, see below:

This will be updated as the situation evolves. Giffards Primary 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 LA's responsible for looked-after and previously looked-after children. The lead person for this will be: Mrs V Teager

Guidance for staff

The best interests of children must always continue to come first.

If any member of staff has a safeguarding concern that a child might be in danger of immediate harm they should continue to Act Immediately and make immediate contact in the following order.

- Mrs V Teager DSL
- Mrs N Haslam-Davis deputy DSL
- If staff have concerns about a child, but do not think that they are in immediate harm they should report concern via the school's online safeguard site. The concern should be logged and a notification sent to the DSL who will follow up.
- A DSL or deputy DSL will always be available on site or remotely via mobile phone and normal procedures apply

Supporting children not in school – see additional info for staff around specific actions

Giffards 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 social care involved, on the edge of social care support, or who would normally receive pastoral-type support in school, we have ensured that regular communication with families is in place. Mrs Holdsworth (Learning mentor) will contact families regularly and the DSL will liaise directly on a weekly basis with all families know to social care. All communication with known families will be logged to safeguard as will any concerns from pastoral check ups.

Giffards 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 at Giffards Primary need to be aware of this in setting expectations of pupils' work where they are at home. Class teachers are to monitor completed work and call families of pupils who have failed to complete work/access purple mash to check on their well-being. To fit in with the staff rotation this can be completed by another member of staff within the year group or adjoining year group. Staff will need to liaise over which children should be called, a list of who has not connected via PM will be provided by Sarah Hammerton (ICT lead)

Within the first 4 weeks of school closure all families will receive a call either by class teacher or partner year group teacher. This is to check on pupil well-being and offer support around work.

Actions

1. All children not accessing PM – to receive a call within 2 weeks to offer support. Pupils still not able to access PM to receive paper work then calls every 2 weeks by either class or partner teacher (staff to liaise and ensure this is completed) continue with Work packs and post home (admin will support with this) – liaise as a year group as to what these include.
2. Work uploaded to purple mash to be suitably differentiated – weekly by either class teacher or yr group partner
3. Children in superstars to have work uploaded and reviewed by AS/SH- weekly. Teachers not to set core subject work for these pupils
4. Children with an EHCP not in superstars to have work set by class teacher that matches need and responded to– weekly.
5. For pupils on the SEN register – class teachers (or superstar teachers if in this group) will monitor responses from purple mash and endeavour to call each family over a 3/4 week period.
6. All Teachers to monitor and respond on PM – weekly. This can be done by other year group teacher as needed.

Any teaching or communication with children or parents must only be through school approved channels such as Purple Mash/telephone. Ideally staff would use the school telephone but where staff are working remotely or in self isolation, calls can be made from home as long as the number is withheld and staff are happy to do this. These calls will need to be made by a colleague in school in conjunction with advice from the class teacher in isolation if necessary.

There should be no use of webcams, Skype, FaceTime, WhatsApp, Facebook, although a teaching video may be used – such as for PE demonstrations/challenges.

Formal communication with children should take place only during normal school hours. Staff should not arrange to meet with groups of children or individuals. Food deliveries and staff visits to families are completed in pairs.

Work set must take into consideration family circumstances. Where teachers are alerted to families who can't access online platforms the school will endeavour to send home paper copies by post.

Work must be suitable for the children and be balanced around games as well as academic work. No pupil should feel pressured during these difficult times.

EHCP children, those in superstars should have all reading/spelling/spag/writing/maths work set by these teachers to meet individual need and support their EHC plans. Pupils in receipt of an EHCP in other classes must have work set that meets need and supports individualised parts of their plan where applicable. The Senco will contact families of all pupils on an EHCP.

For pupils on the SEN register – class teachers (or superstar teachers if in this group) will monitor responses from purple mash and endeavour to call each family over a 3-week period. VT to call families and liaise back with teachers.

Keeping children safe online

During the enforced lockdown, it will be necessary to communicate with children electronically. Staff should ensure that professional boundaries are maintained and on line discussions are focused only on: - The children's welfare - The content of the work - Helping them access the work - Giving specific feedback about the work

Teachers are able to monitor the blog and 2email functions and these must be approved before allowing. Teachers should look for and act upon anything that causes concern for a child's wellbeing or safety, any inappropriate or insensitive messages/posts that could cause upset, any peer to peer bullying. Any posts which may highlight a child's weakness/vulnerability. We must act with utmost sensitivity at all times. Any posts/blogs/emails that are cause for concern must be referred to the DSL. This could be (this list is not exhaustive)

- Through observing conversation or through direct report any indication that a domestic violence incident has occurred in the home
- Any indication of emotional abuse
- Any indication of Physical abuse
- Any indication that the child is vulnerable to CSE (Child Sexual Exploitation) at home or online
- Peer on peer abuse
- Children giving away personal information from which they would be identified
- Any indication that children are acting unsafely at home or online in another online platform
- If you see any acronyms that you are not sure about please check with a DSL

During this period more pupils are likely to be accessing on line material – the teacher in charge of Esafety / on line safety will post regular updates on the school twitter pages and via groupcall to remind parents how to keep children safe on line.

Posting videos

If teachers are creating live learning videos, permission must be sought from a member of SLT. Where permission has been given – such as for PE videos

- Be aware of your surroundings and what will be in the background of your video stream
- Make sure all dialogue and dress is appropriate for children to see/hear.

Supporting children in school

The school is open to children of Key workers/vulnerable pupils. The school has had individualised conversations with parents of EHCP and LAC pupils and in all cases it was jointly agreed these pupils would be safer at home. The school will ensure all work sent home meets individualised need.

Where possible, there will be at least 1 member of SLT and 1 first aider, including paediatric first aider on site each day. If no first aider is on site (due to staff absence) then Mrs Stubbings is available and will attend if called.

Giffards Primary School Site will remain secure while it is open to children and staff so that unsuitable people are not allowed to enter or gain access to children.

All entry will be via the main admin office – including staff. The gates will remain locked and buzzer entry only in operation. The KS1 building will remain locked unless being accessed by premises staff. All other requests must be approved by SLT. This is to ensure the deep clean isn't compromised by cross infection. Children will be collected from the main hall by parents at the end of the day.

Giffards Primary is committed to ensuring the safety and wellbeing of all its students and will continue to be a safe space for all children to attend and flourish.

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

We will continue 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. All pupils/visitors will sign in at the main admin desk and will use anti bac before continuing further.

We will ensure that where we care for children of critical workers and vulnerable children on site, appropriate support is in place for them during the day. This will be bespoke to each child and will include listening to and responding to their concerns/needs. Their attendance at school will be recorded daily and returned to the Dfe and LA. Attendance of vulnerable pupils and those known to Social care will also be logged to safeguard – weekly.

Activities undertaken must be mindful of social distancing and where possible could be outside to aid health and wellbeing and social distancing.

Staff should vacate by 3.30pm for the health and well-being of staff and so cleaning can be undertaken without contamination.

All classes must comply with pupil/staff ratios and include a first aider (where possible) but where there are additional staff then staff should work away from the pupils – being mindful of social distancing. SLT will manage rotas so if there are more staff due in than is necessary staff will be rotated for additional days of home working

Identified Vulnerable children (*Vulnerable children include those who have a social worker and those children with education, health and care (EHC) plans and children that are just below the threshold for social care intervention but are on Giffards Primary's monitor list and Looked after children*).

The school will have individual conversations with families about attendance at school, where it is felt children would be safer in school these pupils will be asked to attend during this period of school closure. These pupil needs will be met in school in a bespoke way according to need

For children whose families do not choose to attend – the school will log this to safeguard. The school will support these identified vulnerable children in the following ways. - The DSL will call families of children on CP, CIN and Early offer of help, as well as children that are just below the threshold of these categories, on a regular basis (weekly). The learning mentor will call all pupils identified in school as vulnerable and for whom she works with. Social workers will be informed that families declined a school place.

Mental health and Pupil well-being support- Identifying emerging mental health difficulties with the change in circumstances creating more stressful family environments.

There is a concern that during this time parents and children are more likely to experience negative mental health.

The Headteacher has arranged for the learning mentor to call identified parents. Twitter and groupcall will be used to support parents in ways to manage. Posts from Thurrock LA and other wellbeing agencies will be signposted this way.

During e-communication exchanges staff should look for any clues/concerns that may indicate deteriorating mental health and report to a DSL.

Attendance Monitoring

- Giffards Primary school will liaise with social workers and parents/carers as to whether children in need/Early offer of help/LAC should be attending school. Giffards Primary School will then follow up on any pupil that they were expecting to attend, who does not.

- Giffards Primary 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.
- In all circumstances where a vulnerable child does not take up their place at school, or discontinues, Giffards Primary School will notify their social worker.
- Daily attendance returns will be made to the Dfe and LA

Safeguarding and Hub models

At Giffards Primary we believe we are best placed to offer continued education and care for our pupils, we believe they would benefit from being in familiar surroundings and with familiar faces. We are not seeking for our children to attend other settings. This will be revised only if due to staff absence we can no longer provide care. If this changes an amendment will be made to this appendix with how the school is securing correct safeguarding procedures about DBS checks/staffing

Summary of contact expectations has been sent to staff.

N Haslam-Davis 1/4/2020