



# SAFEGUARDING POLICY FOR COVID 19

March 2020

Potter Street Academy  
Part of the Passmores Co-operative Learning Community

## **COVID-19 school closure arrangements for Safeguarding and Child Protection at Potter Street Academy**

### **The context of this addendum to the Safeguarding policy.**

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.

### **The Safeguarding team**

At Potter Street Academy, we have a Safeguarding team of three. As part of the planning for this situation, each member of the team is available via email and telephone for the duration of the closure. All teaching and non-teaching staff were informed of this on the last day of term and staff were reminded that the 'my concern' system would be monitored in the same way as it is when the school is running normally.

Our usual way of working is that significant decisions and action plans are made in conjunction with another member of the safeguarding team. This system will remain in place with DSLs and DDSLs liaising with another team member prior to any significant actions are taken.

If a concern cannot be managed remotely, the DSL or DDSL will come into the building but this should be avoided to avoid unnecessary travel.

If a member of the safeguarding team is unwell and unable to support this will be communicated to other members of the safeguarding team.

All DSL training is up to date for all 3 team members and will remain in date until January 2021.

### **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'.

We currently have:

6 student with an EHCP

1 LAC

0 student on a CP plan

0 students on a CIN plan

1 family working with Family Solutions.

0 families under social care assessment

1 students being supported in their role as a Young Carer

### **All students**

All families will be contacted via email by the class teacher every day. If the class teacher does not receive a response AND students have not accessed online learning platforms for 1 week, they will send a direct email to the parent asking for a response, followed by a phone call. If the class teacher is still unable to make contact, they will notify a member of the safeguarding team and Inclusion team.

### **EHCP students**

All the parents / carers of our EHCP students were contacted prior to the school closing to make them aware that the school would remain open for their students. To support these families, a weekly welfare contact will be made with these families for the duration of the closure if the child is not attending school.

These calls will be recorded on a spreadsheet which is held centrally. If any concerns arise from these calls, they will be recorded on 'my concern' and addressed by the Safeguarding team.

### **LAC students**

All the carers of our LAC students were contacted prior to the school closing to make them aware that the school would remain open for their children. To support these families, a weekly welfare contact will be made with these families for the duration of the closure if the child is not attending school.

These calls will all be recorded on the spreadsheet.

### **CP / CIN / FSS students**

All the parents of our students currently working with Social Care / Family Solutions were contacted prior to the school closing to make them aware that the school would remain open for their children. To support these families, a weekly welfare contact will be made with these families for the duration of the closure if the child is not attending school.

These calls will all be recorded on the spread sheet.

Communication with social workers will continue by email with telephone conversations where necessary. Meetings can also continue, facilitated by technology to avoid unnecessary travel.

### **In the event of no contact**

If the Safeguarding or Inclusion team are unable to contact any family via telephone or text message this will be recorded on 'my concern'. The DSL and/or DDSL will make a home visit to establish contact with the family.

### **Reporting a concern**

All concerns should be reported in the usual way, using 'my concern' as per the training all staff have received on my concern and in line with Keeping Children Safe in Education 2019.

### **Online safety**

The usual online safety systems will remain in place in the building. If there are any concerns with a student's online activity or online work, they should be reported in the usual way through 'my concern'.

With students working at home, it is important that all staff continue to look out for signs a child may be at risk through their online communication. If anyone has any concerns, they should be reported in the usual way through 'my concern'.

### **Students working in the building**

The attendance of students working in the building will be recorded daily, along with the staff who are on duty. If a student is expected and does not arrive, contact should be made with their parent / carer to confirm their whereabouts.

We will continue to be a safe space for all children and ensure that staff to pupil ratio numbers are appropriate.

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.