



01 June 2020

Response to COVID-19

There have been significant changes within our school in response to the outbreak of Covid-19. Many students are now at home and staffing has been affected through staff absence and periods of self-isolation.

Despite the changes, the school's Child Protection Policy is fundamentally the same: **children and young people always come first, staff should respond robustly to safeguarding concerns and contact the DSL in line with our established safeguarding procedure.**

This annex sets out some of the adjustments we are making in line with the changed arrangements in the school and following advice from government and local agencies.

The current school position and local advice

As the school building is temporarily closed, the Leadership & Student Engagement Teams continue to make twice weekly safe & well checks to single-rolled students and liaise closely with commissioners for those that are dual-rolled. The DT is in regular contact with the carers and commissioners of LAC. Our students continue to receive education and support via email.

CP Riverside School continues to be guided by the information distributed by the Department for Education, Nottingham City and Nottinghamshire local authorities and is constantly reviewing its position and timeline for re-opening to staff and students.

Reporting arrangements

The school arrangements continue in line with our child protection policy.

The Designated Safeguarding Lead is:

Fiona Derrick, Principal | fiona.derrick@cpriverside.co.uk

The Deputy DSLs are:

Mark Eyre, Vice Principal | mark.eyre@cpriverside.co.uk

Stef Smith, Assistant Principal | stef.smith@cpriverside.co.uk

Charlotte Wood, Engagement & Enrichment Manager | charlotte.wood@cpriverside.co.uk

The school's approach continues to ensure the DSL or a deputy is always on-site while the school is open. In the unusual circumstance, when this is not possible, the DSL or a Deputy DSL will be contactable by telephone or video link, in line with the government guidance.

Staff will continue to follow the Child Protection procedure and advise the safeguarding leads immediately about concerns they have about any child, whether in school or not. COVID-19 means a need for increased vigilance due to the pressures on services, families and young people, rather than a reduction in our standards.

Children's services may be affected by the impact of the virus on staff and increased demand for services. Where a child is at risk of significant harm there may be a need to be persistent in referring concerns to the local authority. The arrangements for contacting children's services are:

Nottingham City students: Children & Families Direct | Nottingham City Council |
0115 876 4800 | candfdirect@nottinghamcity.gov.uk

Nottinghamshire students: Multi-Agency Safeguarding Hub | Nottinghamshire County Council |
0300 500 80 90 | mash.safeguarding@nottscc.gov.uk

Should a child, in the school's view, be at risk of significant harm and local agencies are not able to respond, the school will immediately follow the Nottinghamshire Safeguarding Children Partnership or Nottingham City Safeguarding Children Partnership's escalation procedures.

Identifying vulnerability

The Leadership Team have, in conjunction with relevant professionals and agencies currently working with students attending CP Riverside School, identified students that are to be considered vulnerable using government guidance.

We have put in place specific arrangements in respect of the following groups:

- Looked After Children - The Designated Teacher for Looked After Children is to remain in twice weekly contact with student's carers, and where necessary, their social workers, and where necessary their commissioners and other relevant agencies, to ensure that each looked after student is safe, well and engaging with education. Continuous professional discussions are taking place to ensure that plans that have been implemented remain suitable and appropriate.
- Previously Looked After Children - The Designated Teacher for Looked After Children is to remain in regular contact with students' parents, and where necessary their commissioners and other relevant agencies to ensure each previously looked after student is safe, well and engaging with education. Continuous professional discussions are taking place to ensure that plans that have been implemented remain suitable and appropriate.
- Children subject to a child protection plan - A named Deputy DSL is to be charged with making daily telephone contact with parents, commissioners and social workers of students that are subject to Child Protection Plans. Continuous professional discussions are taking place to ensure that plans that have been implemented remain suitable and appropriate.
- Children who have, or have previously had, a social worker - A named Deputy DSL is to be charged with making daily telephone contact with parents, commissioners and social workers of students that are subject to social care intervention. Continuous professional discussions are taking place to ensure that plans that have been implemented remain suitable and appropriate.
- Children with an EHCP - The SENCo will liaise with Commissioners, families, relevant LAs and other relevant agencies to determine, following a risk assessment and considering the provisions set out in the plan, whether the needs of the student can be supported and met at home. At present there is one student with an EHC plan attending CP Riverside. Whilst the student is educated at home, the SENCo will contact parents/carers every week to provide support where necessary.

The Government is temporarily changing the law regarding Education, Health and Care (EHC) plans. They've issued a notice under the Coronavirus Act 2020 confirming that local authorities and health commissioning bodies (e.g. Clinical Commissioning Groups) must use their reasonable endeavours to secure the provision set out within a child or young person's EHC plan. This means that local authorities and health bodies must consider, for each child and young person with an EHC plan, what they need to provide during the period of the notice. This may result in a child or young person's provision being different from that which is set out in their EHC plan, but local authorities and health services will still seek to support the needs of the child or young person in the new circumstances we find ourselves in. For example, support may be offered virtually rather than face to face. This legal change will be in force from 1st to 31st May 2020 and may be extended.

Guidance has been received from the Department for Education as to what actions are expected from local authorities and health commissioning bodies. Each family will be contacted, by telephone in the first instance, to gather their views about what is being provided currently, and what might be missing. This will be heavily influenced by the original 'home or school' risk assessment outcomes, and by the different arrangements made by each school and setting to meet the Government's requirements for responding to the pandemic. The feedback will be reviewed by local authority and health services to discuss what can be reasonably put in place given the current circumstances, including anything additional or different to what is already being delivered, if necessary.

- Children on the edge of social care involvement or pending allocation of a social worker - A named Deputy DSL is to be charged with making daily contact with parents, commissioners and social workers of students that are subject to assessment. Continuous professional discussions are taking place to ensure that plans that have been implemented remain suitable and appropriate.

These arrangements will be reviewed and amended when CP Riverside School re-opens. It is in the best interests of all parties for students that are in the categories outlined above to be attending school when it is both feasible and safe to do so. CP Riverside School continues to assess the temporary closure in the effort to re-open school to the students identified above as quickly as possible.

CP Riverside School will remain in contact with all agencies that are supporting the student to ensure a multi-agency approach to safeguarding and wellbeing.

In addition, the following groups have specific arrangements around contact and support from the school.

- Children of key workers who may attend school - Those students that are single rolled and have parents that are considered key-workers have an identified person to contact should they require support with regards to childcare or the need for education provision outside of the family home
- Children at home - Students that are single-rolled and are studying at home receive weekly telephone communication from the school's Leadership Team and the Student Engagement Team to ensure safety and wellbeing of each individual and to reiterate the importance of remaining engaged with education during this time.

Attendance

The school is following the attendance guidance issued by the government. Where a child is expected and does not arrive the school will follow our attendance procedure and make contact with the parents/carer. If contact is not possible by 9:30 am the DSL must be informed. The DSL will attempt a range of methods to contact the parent/carer (telephone, text and email) but if necessary will contact the commissioning school and ask for a home visit to be conducted by them or by another appropriate agency. For students that are single-rolled with CP Riverside School, we will inform any agencies that are currently working with the family or student before attempting further contact with parents/carers before 12noon. If there is still no contact made, a referral will be made to Children & Families Direct (Nottingham City students) or Multi-Agency Safeguarding Hub (Nottinghamshire County students)

The school will also follow the attendance procedure if contact proves impossible with children at home.

Staff will be aware of increased risk

The pressures on children and their families at this time are significant. There will be a heightened awareness of family pressures through being contained in a small area, poverty, and financial or health

anxiety. These areas should be considered in the setting of any work for children to undertake at home (including recognising the impact of online learning - see below). Staff will be aware of the mental health of both children and their parents and carers and informing the DSL about any concerns.

Peer on peer abuse

We recognise the potential for abuse to go on between young people, especially in the context of a school closure or partial closure. Our staff will remain vigilant to the signs of peer-on-peer abuse, including those between young people who are not currently attending CP Riverside. When making contact with these families our staff will ask about relationships between learners.

Risk online

Young people will be using the internet more during this period. The school may also use online approaches to deliver training or support. Staff will be aware of the signs and signals of cyberbullying and other risks online and apply the same child-centred safeguarding practices as when children were learning at the school.

- The school continues to ensure appropriate filters and monitors are in place
- The school has taken on board guidance from the UK Safer Internet Centre on safe remote learning and guidance for safer working practice from the Safer Recruitment Consortium.
- Staff have discussed the risk that professional boundaries could slip during this exceptional period and been reminded of the school's code of conduct and importance of using school systems to communicate with children and their families.
- Children and young people accessing remote learning receive guidance on keeping safe online and know how to raise concerns with the school, Childline, the UK Safer Internet Centre and CEOP.
- Parents and carers have received information about keeping children safe online with peers, the school, other education offers they may access and the wider internet community. We have set out the school's approach, including the sites children will be asked to access and set out who from the school (if anyone) their child is going to be interacting with online. Parents have been offered the following links:
 - 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 carers from the NSPCC
 - Parent info - for support for parents and carers to keep their children safe online
 - Thinkuknow - for advice from the National Crime Agency to stay safe online
 - UK Safer Internet Centre - advice for parents and carers
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- Free additional support for staff in responding to online safety issues can be accessed from the Professionals Online Safety Helpline at the UK Safer Internet Centre.

Allegations or concerns about staff

With such different arrangements, young people could be at greater risk of abuse from staff or volunteers. We remind all staff to maintain the view that 'it could happen here' and to immediately report any concern, no matter how small, to the Principal in the first instance. If the Principal is not available, staff should inform the senior member of staff on-site that day.

Any staff or volunteers from outside our setting will complete an induction to ensure they are aware of the risks and know how to take action if they are concerned.

We have confirmed the arrangements to contact the LADO at the local authority remain unchanged.

If necessary, the school will continue to follow the duty to refer to DBS any adult who has harmed or poses a risk of harm to a child or vulnerable adult, and to the Teacher Regulation Agency in line with paragraph 166 of Keeping Children Safe in Education 2019 using the address Misconduct.Teacher@education.gov.uk.

New staff or volunteers

It is not anticipated that CP Riverside will recruit new members of staff, volunteers, nor have additional members of staff working within the school from other schools or provisions during this time. However, should the need arise for new staff or volunteers to be recruited, the following steps will be implemented:

- New starters will have an induction before starting or on their first morning with the DSL or a deputy.
- They must read the school Child Protection Policy, the Understanding Behaviour Policy, the Whistleblowing Policy and the Code of Conduct. The DSL or deputy will ensure new recruits know who to contact if worried about a child and ensure the new starters are familiar with the child protection procedure.

If staff or volunteers are transferring in from other registered education or childcare settings for a temporary period to support the care of children, we will seek evidence from their setting that:

- the member of staff has completed relevant safeguarding training in line with other similar staff or volunteers,
- they have read Part I and Annex A of Keeping Children Safe in Education, and
- where the role involves regulated activity and the appropriate DBS check has been undertaken by that setting we will undertake a written risk assessment to determine whether a new DBS would need to be undertaken. It may be in these exceptional times we can rely on the DBS undertaken by their setting.

Our child protection procedures hold strong:

- Volunteers will not be left unsupervised with children until suitable checks have been undertaken. People supervising volunteers must be themselves in regulated activity, able to provide regular, day to day supervision and reasonable in all circumstances to protect the children.
- The school will undertake a written risk assessment on the specific role of each volunteer to decide whether to obtain an enhanced DBS check (with barred list information) for all staff and volunteers new to working in regulated activity in line with DBS guidance.
- When undertaking ID checks on documents for the DBS it is reasonable to initially check these documents online through a live video link and to accept scanned images of documents for the purpose of applying for the check. The actual documents will then be checked against the scanned images when the employee or volunteer arrives for their first day.
- The school will update the Single Central Record
- of all staff and volunteers working in the school, including those from other settings. This will include the risk assessment around the DBS. A record will be kept by the DSL of who is working in the school each day.

New children at the school

CP Riverside School will continue to communicate regularly with the East Midlands Education Trust, Nottingham City Council and Nottinghamshire County Council regarding the likelihood of CP Riverside needing to provide an education or support for children from other schools/provisions. Whilst it is highly unlikely that this event will occur, the following steps will need to be implemented:

- Where children join our school from other settings we will require a confirmation from the DSL whether they have a Safeguarding File or SEN statement/EHCP. This file must be provided securely **before** the child begins at our school and a call made from our DSL or a deputy to the placing

school's DSL to discuss how best to keep the child safe. In some unusual circumstances, this may not be possible. Information provided must include contact details for any appointed social worker and where relevant for the Virtual School Head. Safeguarding information about children placed in our school will be recorded on our safeguarding system, will be securely copied to the placing school DSL and will be securely returned to the placing school on completion of the child's placement with us so there is a continuous safeguarding record for the child.

- The DSL will undertake a risk assessment in respect of any new information received, considering how risks will be managed and which staff need to know about the information. This will be recorded on our safeguarding recording system.

Monitoring arrangements

This policy will be reviewed as guidance from the 3 local safeguarding partners, the LA or DfE is updated, and as a minimum 4 weeks. After every review, it will be approved by the Advisory Group.

Links with other policies

This policy links to the following policies and procedures:

Child protection policy

Understanding Behaviour Policy

Staff Code of Conduct

IT acceptable use policy

Health and safety policy

Online safety policy

Whistleblowing policy