

St Elizabeth Catholic Primary School
**Child protection and safeguarding:
COVID-19 addendum**



Adopted this Policy	May 2021
Next Review	July 2023
Chair of Governor's signature	
Headteacher's Signature	

Mission Statement
Inspiring and achieving lifelong learning in a welcoming Catholic community.

St Elizabeth Child Protection Policy Addendum

Safeguarding arrangements during closures due to Coronavirus outbreak

Updated 29th April 2020

1. Introduction

The purpose of this addendum is to clarify our safeguarding policy and procedures in the light of the recent school closure due to the coronavirus outbreak. The way St Elizabeth Catholic School is operating in response to coronavirus (COVID-19) is fundamentally different to business as usual. However, a number of important safeguarding principles and processes remain the same:

- With regard to safeguarding, the best interests of children will always continue to come first.
- Any staff member with a safeguarding concern about any child they will continue to act and act immediately, in line with school policy of directly informing the DSL. Under the present conditions, when contact with the Designated Safeguarding Lead (DSL) or deputy DSL may not be possible; your concern should then be referred to the member of the SLT on site or on call.
- A DSL or deputy will be available at all times while the school is open, either in school or remotely. In the absence of a DSL or deputy DSL on site, a member of the leadership team will be on site.
- Unsuitable people will not be allowed to enter the school and/or gain access to children in line with present safeguarding processes including holding a valid DBS or being escorted at all times.
- Children/parents will be given guidance on how to stay protected when they are online.

2. St Elizabeth Catholic School Safeguarding Team

The Safeguarding Team refers to the Designated Safeguarding Lead and deputies who are:

Role	Name	Contact Details
Designated safeguarding lead	Angelina John	head@st-elizabeth.uk
Deputy designated safeguarding leads	Tracy Jennings Naomi Sutherland Anna Hair	school@st-elizabeth.uk
Designated Safeguarding Teacher	Tracy Jennings	school@st-elizabeth.uk
Governor responsible for safeguarding children	Fr. David Evans	sjbhackney@btinternet.com

Important External Contacts

Name	Contact Details
Local authority designated officer (LADO):	Melanie.Benzie@towerhamlets.gov.uk
Early Help Hub (Tower Hamlets Resident)	020 7364 5744 (Mon- Fri 10.00 – 1.00pm) Email: earlyhelp@towerhamlets.gov.uk
Child Protection Advice Line - MASH	020 7364 3444 5601/5606
Children’s Social Care out of Hours Team	020 7364 4079 (5.00pm onwards)
First Response (Hackney Resident)	020 8356 5500
Emergency Duty Team (Hackney Resident)	020 8356 2710 (5.00pm onwards)

3. Regular government updates

Government updates for parents and carers on school closures due to coronavirus can be found on the following link:

<https://www.gov.uk/government/publications/closure-of-educational-settings-information-for-parents-and-carers/closure-of-educational-settings-information-for-parents-and-carers>

4. What staff will do if they have any concerns about a child

If any staff member has a concern about a child, the concern must be reported to a member of the Safeguarding Team. The concern will be dealt with by them and referred to children’s services and/or other agency if required:

Urgent Concerns: Phone the Designated Safeguarding Lead (number has been provided) or any member of the Safeguarding Team. In the circumstances when communication processes may be an issue, the member of SLT on site should be contacted so that they can make contact with the appropriate person. An urgent concern is one where there is an imminent risk to a child’s safety, health or wellbeing.

Non-Urgent Concern: email your concern to school@st-elizabeth.uk

5. Designated Safeguarding Lead (DSL) arrangements

During the period of school closure there will always be a DSL or deputy onsite or contactable remotely by members of staff and the Executive Headteacher. Any safeguarding concerns referred to them will be followed up in the normal way.

6. Peer on peer abuse

Any reported incidents of peer on peer abuse will be dealt with by the Safeguarding Team and referred to children's services and/or other agency if required. Children and parents will be sent information on how to keep themselves safe online and what to do if they have any concerns.

7. Online Safety

During the period of school closure, pupils will be accessing the internet typically more than they would normally, due to the need to access and complete work as well as to stay in touch with family, friends and essential services. Children and parents will be sent information on how to keep themselves safe online and what to do if they have any concerns.

7. Concerns about members of staff

Any concerns about a member of staff should be referred to the Executive Headteacher who can be contacted through the school office.

8. Welfare Calls and contact with Children's Social Care

The school will endeavour to make contact with all pupils at least once a week by telephone. Vulnerable pupils will be contacted more frequently and at least once a week. For pupils with an allocated social worker, regular contact between the school and social worker will continue via the safeguarding team.

9. Parents' Safeguarding Concerns

Parents who have a safeguarding concern can report it to the school via email: school@st-elizabeth.uk

Alternatively, parents can ring the school office on 0208 980 3964 and ask to speak to the Safeguarding Officer on duty.

Urgent safeguarding concerns should be referred to the police on 999 and/or **Child Protection Advice Line - MASH** 020 7364 3444 5601/5606 or **Children's Social Care out of Hours Team** 020 7364 4079 (5.00pm onwards).

10. Vulnerable children

Vulnerable children include those who have a social worker and those children and young people up to the age of 25 with EHC plans. Government guidance on vulnerable children can be found on the following link:

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

The Safeguarding Team, and all staff, will continue to work with and support children's social workers to help protect vulnerable children.

11. Staff training and safeguarding induction

All existing school staff have already had safeguarding training and have read part 1 of KCSIE. Should new staff begin work during the period of school closure arrangements will be made by the DSL for that member of staff to complete the safeguarding induction online.

12. Children moving schools and colleges

Should any pupil move school during the period of school closure, we will provide the receiving institution with any relevant welfare and child protection information. For looked-after children, any change in school will be led and managed by the Virtual School Head (VSH) with responsibility for the child. The receiving institution will be informed of the reason the child is vulnerable and any arrangements in place to support them. As a minimum the receiving institution will, as appropriate, have access to a vulnerable child's EHC plan, child in need plan, child protection plan or, for looked-after children, their personal education plan and know who the child's social worker (and, for looked-after children, who the responsible VSH is). This will ideally happen before a child arrives and, where that is not possible as soon as reasonably practicable. Any exchanges of information will happen at DSL (or deputy) level, and likewise between our SENDCO with oversight of SEN provision for children with EHC plans. However, if this is not always possible, a senior leader will take responsibility as directed by the Executive Headteacher.

Please note; that 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.

13. Safer recruitment and movement of staff

If we recruit new staff during the period of school closure, we will continue to follow the relevant safer recruitment processes for our setting, including, as appropriate, relevant sections in part 3 of Keeping Children Safe in Education (KCSIE). In response to COVID-19, the Disclosure and Barring Service (DBS) has made changes to its guidance to minimise the need for face to face contact. The guidance can be found on the following link:

<https://www.gov.uk/government/news/covid-19-changes-to-dbs-id-checking-guidelines>

Schools and colleges must continue to follow their 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.

We 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 All referrals received by the TRA will continue to be considered. Where referrals on serious safeguarding matters are received and it is deemed that there is a public interest in doing so consideration will be given as to whether an interim prohibition order (IPO) should be put in place. The TRA will continue to progress all cases but will not schedule any hearings at the current time.

14. Single Central Record

We will continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in Keeping Children Safe in Education (KCSIE).

15. Mental health

Negative experiences and distressing life events, such as the current circumstances, can affect the mental health of pupils and their parents, as well as school staff. Teachers will be made aware of this in setting expectations of pupils' work where they are at home. As noted above, the school is operating a welfare call system whereby all pupils will be contacted by a member of staff at least once a week by telephone to check in on them. Any issues that arise relating to mental health and wellbeing will be passed on to our school counselling team and/or other agency as required. Guidance on maintaining good mental health and wellbeing will also be sent to parents and staff regularly via email and the school website.

Children and online safety away from school

During the school closure, we will continue to do what we reasonably can to keep all children safe, bearing in mind that most children will not be physically attending the school. Staff will continue to look out for signs a child may be at risk and any such concerns will be dealt with as indicated on Point 4 above. Both staff and parents will be issued guidance on how to keep themselves safe while online. The following channels for advice and support will be communicated to all parents and staff:

www.childline.org.uk

Provides support and advice to children and their parents/carers.

<https://reportharmfulcontent.com/>

to report and remove harmful online content.

<https://www.ceop.police.uk/safety-centre/>

for advice on making a report about online abuse.

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

Support for parents and carers to keep their children safe online.

<https://www.internetmatters.org/>

Support for parents and carers to keep their children safe online.

<https://www.net-aware.org.uk/>

Support for parents and carers from the NSPCC.

<https://www.thinkuknow.co.uk/>

Advice from the National Crime Agency to stay safe online.