

Annex 1

**COVID-19 school closure arrangements for
Safeguarding and Child Protection at
The Rural Enterprise Academy**

School Name: The Rural Enterprise Academy

Policy owner: Jon Attwood

Date: 30/3/2020

Date shared with staff: 30/3/2020

Context

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.

This addendum of The Rural Enterprise Academy's Safeguarding, and Child Protection policy contains details of our individual safeguarding arrangements in the following areas:

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Key contacts

Role	Name	Role	Email
Designated Safeguarding Lead	A Corrigan	Principal	alice.corrigan@ruralenterpriseacademy.com
Deputy Designated Safeguarding Lead	J Attwood	Vice Principal	jon.attwood@ruralenterpriseacademy.com
Deputy Designated Safeguarding Lead	K Singh	Behaviour Lead	kuldeep.singh@ruralenterpriseacademy.com
Deputy Designated Safeguarding Lead (awaiting level 2 training)	D Cunnion	SENCO	deborah.cunnion@ruralenterpriseacademy.com

Vulnerable children

Vulnerable children include those who have a social worker and those children with an education, health and care (EHC) plan.

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 may also be 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.

Those with an EHC plan will be risk-assessed in consultation with the Local Authority and parents, to decide whether they need to continue to be offered a school or college place in order to meet their needs, or whether they can safely have their needs met at home. This could include, if necessary, carers, therapists or clinicians visiting the home to provide any essential services. Many children and young people with EHC plans can safely remain at home.

Eligibility for free school meals in and of itself should not be the determining factor in assessing vulnerability.

Senior leaders, especially the Designated Safeguarding Lead (and deputy) know who our most vulnerable children are. They have the flexibility to offer a place to those on the edge of receiving children's social care support.

The Rural Enterprise Academy 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 local authority virtual school head (VSH) for looked-after and previously looked-after children. The lead person for this will be: Deborah Cunnion

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

Where parents are concerned about the risk of the child contracting COVID19, The Rural Enterprise Academy or the social worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England.

The Rural Enterprise Academy will encourage our vulnerable children and young people to attend a school, including remotely if needed.

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.

The Rural Enterprise Academy and social workers will agree with parents/carers whether children in need should be attending school – The Rural Enterprise Academy will then follow up on any pupil that they were expecting to attend, who does not. The Rural Enterprise Academy will also follow up with any parent or carer who has arranged care for their child(ren) and the child(ren) subsequently does not attend.

To support the above, The Rural Enterprise Academy will, when communicating with parents/carers and carers, confirm emergency contact numbers are correct and ask for any additional emergency contact numbers where they are available.

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

Designated Safeguarding Lead

The Rural Enterprise Academy has a Designated Safeguarding Lead (DSL) and a Deputy DSL.

The Designated Safeguarding Lead is: Alice Corrigan

The Deputy Designated Safeguarding Leads are: Jon Attwood & Kuldeep Singh

The optimal scenario is to have a trained DSL (or deputy) available on site. Where this is not the case a trained DSL (or deputy) will be available to be contacted via phone or online video - for example when working from home.

Where a trained DSL (or deputy) is not on site, in addition to the above, a senior teacher (D Cunnion) will assume responsibility for co-ordinating safeguarding on site.

This may include liaising with the offsite DSL (or deputy) and as required liaising with children's social workers where they require access to children in need and/or to carry out statutory assessments at the school or college.

It is important that all The Rural Enterprise Academy staff and volunteers have access to a trained DSL (or deputy). On each day staff on site will be made aware of who that person is and how to speak to them.

The DSL will continue to engage with social workers, and attend all multi-agency meetings, which can be done remotely.

Reporting a concern

Where staff have a concern about a child, they should continue to follow the process outlined in the school Safeguarding Policy, this includes completing a safeguarding concern form.

In the unlikely event that a member of staff cannot access the correct form, they should email the Designated Safeguarding Lead and the deputy. This will ensure that the concern is received.

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 headteacher. If there is a requirement to make a notification to the headteacher whilst away from school, this should be done verbally and followed up with an email to the headteacher.

Concerns around the Headteacher should be directed to the Chair of Governors.

The Multi-Academy Trust will continue to offer support in the process of managing allegations.

Safeguarding Training and induction

DSL training is very unlikely to take place whilst there remains a threat of the COVID 19 virus.

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 safeguarding training and have read part 1 of Keeping Children Safe in Education (2019). The DSL should communicate with staff any new local arrangements, so they know what to do if they are worried about a child.

Where new staff are recruited, or new volunteers enter The Rural Enterprise Academy, they will continue to be provided with a safeguarding induction.

If staff are deployed from another education or children's workforce setting to our school, we will take into account 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

For movement within the Trust, schools should seek assurance from the MultiAcademy Trust (MAT) HR Manager that the member of staff has received appropriate safeguarding training.

Upon arrival, they 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, The Rural Enterprise Academy will continue to follow the relevant safer recruitment processes for their setting, including, as appropriate, relevant sections in part 3 of Keeping Children Safe in Education (2019) (KCSIE).

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.

Where The Rural Enterprise Academy are utilising volunteers, we will continue to follow the checking and risk assessment process as set out in paragraphs 167 to 172 of KCSIE. Under no circumstances will a volunteer who has not been checked be left unsupervised or allowed to work in regulated activity.

The Rural Enterprise Academy 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.

The Rural Enterprise Academy 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 should be made by emailing Misconduct.Teacher@education.gov.uk

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/volunteers will be in the school, and that appropriate checks have been carried out, especially for anyone engaging in regulated activity. As such, The Rural Enterprise Academy will continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE.

Online safety in schools and colleges

The Rural Enterprise Academy will continue to provide a safe environment, including online. This includes the use of an online filtering system.

Where students are using computers in school, appropriate supervision will be in place.

Children and online safety away from school and college

It is important that all staff who interact with children, including online, continue to look out for signs a child may be at risk. Any such concerns should be dealt with as per the Child Protection Policy and where appropriate referrals should still be made to children's social care and as required, the police.

Online teaching should follow the same principles as set out in the MAT code of conduct.

The Rural Enterprise Academy will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements.

Below are some things to consider when delivering virtual lessons, especially where webcams are involved:

- No 1:1s, groups only
- Staff and children must wear suitable clothing, as should anyone else in the household.
- Any computers used should be in appropriate areas, for example, not in bedrooms; and the background should be blurred.
- The live class should be recorded so that if any issues were to arise, the video can be reviewed.
- Live classes should be kept to a reasonable length of time, or the streaming may prevent the family 'getting on' with their day.
- Language must be professional and appropriate, including any family members in the background.
- Staff must only use platforms provided by The Rural Enterprise Academy to communicate with pupils
- Staff should record the length, time, date and attendance of any online sessions held.

Supporting children not in school

The Rural Enterprise Academy is committed to ensuring the safety and wellbeing of all its Children and Young people.

Where the DSL has identified a child to be on the edge of social care support, or who would normally receive pastoral-type support in school, they should ensure that a robust communication plan is in place for that child or young person.

Details of this plan must be recorded, as should a record of contact have made.

The communication plans can include; remote contact, phone contact, door-step visits. Other individualised contact methods should be considered and recorded.

The Rural Enterprise Academy and its DSL will work closely with all stakeholders to maximise the effectiveness of any communication plan.

This plan must be reviewed regularly (at least once a fortnight) and where concerns arise, the DSL will consider any referrals as appropriate.

The school will share safeguarding messages on its website and social media pages.

The Rural Enterprise Academy 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 and other staff at The Rural Enterprise Academy need to be aware of this in setting expectations of pupils' work where they are at home.

The Rural Enterprise Academy 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.

Supporting children in school

The Rural Enterprise Academy is committed to ensuring the safety and wellbeing of all its students.

The Rural Enterprise Academy 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, to maximise safety.

The Rural Enterprise Academy 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.

The Rural Enterprise Academy 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.

Where The Rural Enterprise Academy has concerns about the impact of staff absence – such as our Designated Safeguarding Lead or first aiders – will discuss them immediately with the trust.

Peer on Peer Abuse

The Rural Enterprise Academy 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 the Child Protection Policy.

The school will listen and work with the young person, parents/carers and any multi agency partner required to ensure the safety and security of that young person.

Concerns and actions must be recorded and appropriate referrals made.

Support from the Multi-Academy Trust

The Multi-Academy Trust (MAT) Central Safeguarding Team will provide support and guidance as appropriate to enable the DSL to carry out their role effectively.

This includes, remotely accessing Child Protection files for the purpose of quality assurance, support, guidance and direction.

The MAT will also provide regular group and individual supervision sessions. This may take the form of an online meeting.

Annex 2

Safeguarding Addendum update 21/05/2020

<https://www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers>

Following an update to the document issued by the DfE and ahead of the wider opening of schools as of the 1st June 2020, in light of the updated actions, the following responses have been made and should be adhered to. It is the responsibility of all staff to be aware of these changes. This addendum should be read in conjunction with the Safeguarding policy.

TREA actions are then highlighted in green.

- reflecting that staff and volunteers may identify new safeguarding concerns about individual children as they see them in person following partial school closures

A DSL remains on site and available every day, This has been the same since school closures were announced. If not on the school site they are contactable via mobile telephone.

- what staff and volunteers should do if they have any concerns about a child, including new concerns where children are returning

As in previous policies, all concerns regarding the safety and well being of children should be recorded on a concern form (available from front reception) and passed without delay to the DSL

- the continued importance of all staff and volunteers acting and acting immediately on any safeguarding concerns, including new concerns where children are returning

The anticipated increased number of concerns has been factored into the staffing schedule for the partial reopening of TREA.

- reflecting (where resources allow) that DSLs (and deputies) will have more time to support staff and children regarding new concerns (and referrals as appropriate) as more children return

DSL have limited teaching sessions scheduled during the partial reopening of the school with anticipated built in capacity for the expected increase in concerns raised.

- reflecting the importance of ensuring relevant safeguarding and welfare information held on all children (including returning children) remains accurate. Schools and colleges (led by the DSL or deputy) should be doing all they reasonably can to ask parents and carers to advise them of any changes regarding welfare, health and wellbeing that they should be aware of before a child returns

After receiving updated advice, where necessary, an email message will be sent to parents asking for information necessary relating to an update on welfare, health and wellbeing of children who have a safeguarding file.

- DSL (and deputy) arrangements

Deputy DSL on site all days with access to DSL's within the Penk Valley Trust of schools. Contacts are available via JAT

- peer on peer abuse - given the different circumstances schools and colleges are operating in, a revised process may be required for managing any report of such abuse and supporting victims (the principles as set out in part 5 of [KCSIE](#) should continue to inform any revised approach)

Capacity for ELSA mentors to work with students who report Peer on Peer abuse, all concerns reported as per the current safeguarding policy.

- what staff and volunteers should do if they have concerns about a staff member or volunteer who may pose a safeguarding risk to children (the principles in part 4 of [KCSIE](#) will continue to support how a school or college responds to any such concerns)

Continue to follow existing principles in the current safeguarding policy

- the approach to protecting vulnerable children (see below for further details on vulnerable children)

An attempt will be made to encourage all vulnerable children to attend with regular contact made by telephone for those that do not. In all other aspects we will follow the current safeguarding policy. Any student that is not contacted will be escalated to have a safe and well check completed by Attend EDC.

- what arrangements are in place to keep children not physically attending the school or college safe, especially online and how concerns about these children should be progressed (see below for further details covering online safety)

Weekly safe and well calls to parents or to the child direct. Some children are receiving more frequent messages from staff who are identified as requiring

support. It is paramount that this continues for all students not just those that are at risk or vulnerable. All students have been allocated to staff. All staff are expected to complete the calls and escalate any concerns following the standard concern form.

- any updated advice received from local authorities regarding children with education, health and care (EHC) plans, the local authority designated officer and children's social care, reporting mechanisms, referral thresholds and children in need

The school will encourage all vulnerable students to attend as of 01/06/2020. Non attending students will receive daily phone calls (for children with a social worker) and weekly contact for students with an EHCP

- the continued importance for school and college staff to work with and support children's social workers, the local authority virtual school head for looked-after and previously looked-after children and any other relevant safeguarding and welfare partners

The school is and will continue to work closely with all social workers and professionals involved in keeping our students safe. We are able to facilitate face to face meetings or virtual meetings via a safe online platform