

Covid-19 Safeguarding Arrangements Wolgarston High School

Variation of Wolgarston High School Safeguarding Policy for Pandemic Situation.

The culture of Safeguarding remains a priority for the school even during a lockdown and the school partial open for the children of Key Workers or closed to children. The Safeguarding Team is comprised of: -

- Stephen McCosh
- Carly Edwards
- Sophie Halsted

The DSL and DDSL in the team will regularly access CPOMS/email, liaise with each other and be available to receive concerns. Allocated CIN and TAF meetings will be stopped until Social Services resume invitations.

Other key contacts

The Headteacher – J Fairclough, j-fairclough@wolgarston.staffs

The Trust Safeguarding Manager - H Baron, headteacher@princefield.staffs.sch.uk

Chair of Governors - B Sandland 01785 413400, b-sandland@penkvalley.co.uk

Safeguarding Trustee - C Noak 01785 788400, c-noak@penkvalley.co.uk

Remember if a concern or allegation is against a member of staff you must report it to the Head and if it involves the Head you must report it to the Chair of Governors.

Parent and Children Raising Concerns

A message has gone home alerting parents of how to contact school with concerns through the email. Any email is distributed to all the team for incidents to be raised and actioned on CPOMS.

safeguarding@wolgarston.staffs.sch.uk.

Safeguarding Records

The safeguarding team continues to access children's safeguarding files through CPOMS system which they can access and maintain while working from home. All members of the team are alerted to any incidents and actions as normal both through the dashboard on CPOMS and email alerts. This enables the team to continue with peer review. The safeguarding team are also able to maintain contact with social workers and other external agencies where required. Where an incident occurs and concerns are raised regarding historic paper files or files from a previous school the DSL has access to the school building at all times and can within Government guidance for essential travel access them if needed. The DSL can scan and distribute pertinent information as required for Social Workers or other members of the team.

Risk Assessment

The safeguarding team has met and agreed through risk assessment a register of those who are at higher risk while away from school. These students fall into several categories: -

- Looked After Children
- Previously Looked After Children
- Children with an allocated Social Worker
- Students on Child Protection or Child in Need Plans
- Children subject to VAMAP over watch.
- Children who pose a threat to themselves through self-harm or suicidal thoughts.
- Students with anxiety, mental health problems or illness that has presented over time through school absence.

These risk assessments are under constant review and have been documented in a register kept in the school Safeguarding Folder that safeguarding staff can access online. The Local Support Team at South Staffs has been contacted to identify all those with an allocated social worker. We work with LST to identify students and weekly review the Local Authority Vulnerable Student List. Each member of the team has an allocated group and a schedule for telephone communication. Attend EDC have been allocated a number of the most at risk students and asked to make face to face contact as needed. Each member of the team can see the frequency of contact made and that checks have been completed so that no child is missed. The frequency of checking may be altered as risks are assessed. All contacts with children are recorded in CPOMS under the Covid-19 Cause for concern category and actions used to record contacts and provide more detail where needed to the register. The register will be updated in line with any concerns raised by staff. A weekly return is completed for the LA to confirm contact with students on their weekly list.

Safeguarding staff have school mobile phones, call from the school or ensure their number is hidden when calls are made. The team must satisfy themselves that the contact is sufficient to establish the safety and wellbeing of the child. This will depend on the nature and severity of the risk. For example where a parent poses a risk to the child then speaking to the child themselves will be required. Where the parent is considered to be a protective factor then a conversation with them will be sufficient. Where the team have concerns they will contact the Education Safeguarding Advice Line for guidance or First Response on 0800 1313 126

Staff Contact

Tutors will be calling students to speak to them periodically. If they have concerns following communication they should raise this on CPOMS in the usual way ensuring to allocate a member of the safeguarding team when the incident is raised. If working from home they have difficulty accessing CPOMS they can as an alternative email the safeguarding team members or safeguarding@wolgarston.staffs.sch.uk.

Guidance has been obtained from Staffordshire Safeguarding Advice Line and the school will ensure students' parents are aware that calls will be made.

Staff should:-

- Call in normal working hours
- Record the time and date of calls in the spreadsheets provided.
- Hide their phone number when calling using the 3cx App .
- Report any safeguarding concerns via CPOMS or email the safeguarding team.
- Report any inappropriate behaviour by students during calls.
- Ensure they meet the professional standards of the profession and the Staff Code of Conduct.
- Be alert to the risks to any child that is contacted.

Setting Online Work

Staff setting online work should use the Moodle Platform provided by the school.

NOTE – Following training, livestreaming has been authorised by the SLT and Safeguarding Team the following protections must be put in place.

- Alert parents that streamed lessons are taking place
- Only deliver online lessons through Moodle using the school vle and usernames to log in. This is because all Moodle work is held on the school system rather than external providers and can be monitored.
- Arrive in the Moodle area 10 minutes before students. Turn off all video so you cannot see their camera feed.
- When you start you can mute microphones and check you have cameras turned off. Ask students to public message you if they need to know something. If you want to speak to an individual or small group enable audio. **Do not use any form of private messaging.**
- Wear appropriate clothing. It is up to you whether you want your camera on or off to present the lesson.
- Manage what's happening in the background – e.g. not having other members of the household visible on the call if possible and plain backgrounds.
- Ensure all tabs on your computer are closed and/or appropriate.
- If you wish you can record the lesson and this will keep a record of interactions with students. You may want to do this to make it available later or as a record.
- If you can, team teach, so that more than one member of staff is in the group. This will not always be possible.

Guidance on online safe practices can be found at the sites below:-

https://learning.nspcc.org.uk/news/2020/march/undertaking-remote-teaching-safely/?utm_source=adestra&utm_medium=email&utm_campaign=AS3017*&utm_content=NSPCC_Learning+Learning_newsletter_6+Mar20&ac=

<https://swgfl.org.uk/resources/safe-remote-learning/>

Again pupils are expected to behave as they would in a normal classroom and staff should meet the professional standards of the profession and the Staff Code of Conduct.

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 referred to the safeguarding team and where appropriate referrals should still be made to children's social care and as required the police. Peer on Peer abuse may be a factor for staff to be alert to in their contacts with students.

Partial Opening

When the school is partially open for the children of Key Workers there is likely to be a skeleton staff. Where possible the staff should include a member of the safeguarding team. At least one member of the team will be available online to deal with concerns where this is not possible. Staff should follow the following guidance.

- Staff must maintain social distancing between everyone including the children they are supervising until Government guidance changes or they are confirmed to be immune to Covid-19 through testing and medical advice.
- The staff should always comprise a mixture of male and female staff to meet the needs of any child.
- A first aider should be part of the staff available where possible.
- Staff must not work alone with a child where possible and always in a public space such as the library, hall or computer room.
- Staff must not give lifts in their car to any student unless in an absolute emergency and then only with the permission of a parent/guardian.