



RAINHILL HIGH SCHOOL

CHILD PROTECTION & SAFEGUARDING COVID 19 ADDENDUM



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**RAINHILL
HIGH SCHOOL**

Child protection and safeguarding: COVID-19 addendum

Rainhill High School

Approved by:

Date: 20th January 2021

Last reviewed on:

Jan 2021

Next review due by:

March 2021

Important contacts

ROLE	NAME	CONTACT DETAILS
Designated safeguarding lead (DSL)	Linsay Munro	linsay.munro@rainhillhigh.org.uk
Deputy DSL	Angela Healey	angela.healey@rainhillhigh.org.uk
Other contactable DSL(s) and/or deputy DSL(s):	Matthew Giles Michael Wood Rupert Shoebridge Alison Anders Natalie Gordon Victoria Quirk Helen Foster	Matthew.giles@rainhillhigh.org.uk Michael.wood@rainhillhigh.org.uk Rupert.shoebridge@rainhillhigh.org.uk Alison.anders@rainhillhigh.org.uk Natalie.gordon1@rainhillhigh.org.uk Victoria.quirk@rainhillhigh.org.uk fosterh@rainhillhigh.org.uk
Designated member of senior leadership team if DSL (and deputy) can't be on site	Josie Thorogood	josie.thorogood@rainhillhigh.org.uk
ROLE	NAME	CONTACT DETAILS
Headteacher	Josie Thorogood	
Local authority designated officer (LADO)	Timba Kanageoni	01744 671252
Chair of governors	Sylvia Thomson	Sylvia.thomson@rainhillhigh.org.uk

1. Core safeguarding principles

[Keeping Children Safe in Education](#) is statutory guidance that we will continue to follow as part of our legislative duty. The government has provided additional guidance to support governing bodies, senior leadership teams and designated safeguarding lead (DSLs) in order that they can continue to have appropriate regards to KCSIE. The additional guidance for the COVID 19 periods can be found here: <https://www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers>

Although we are operating in a different way to normal, we are still following these important safeguarding principles:

- The best interests of children must come first
- If anyone has a safeguarding concern about any child, they should continue to act on it immediately
- A designated safeguarding lead (DSL) or deputy should be available at all times (see section 4 for details of our arrangements)

- It is essential that unsuitable people do not enter the school workforce or gain access to children
- Children should continue to be protected when they are online

This addendum to our Child Protection policy specifies the details of our safeguarding arrangements during this time, until school is instructed it can safely fully open again. It reflects updated advice from local safeguarding partners and St. Helens local authority. This addendum should be read alongside Rainhill's High School Child Protection Policy.

2. Context

From 5 January 2021, the government asked parents to keep their children at home, and for schools to remain open only for those children of workers critical to the COVID 19 response. Schools were also asked to provide care for 'vulnerable' children, the Department for Education definition of 'vulnerable children' includes those who:

- Have a social worker, including children:
 - With a child protection plan
 - Assessed as being in need
- Looked after by the local authority
- Previously looked after by the local authority
- Have an education, health and care (EHC) plan

All students identified above have been invited into school, they are expected to attend. If students fail to attend they are closely monitored. Rainhill High School's safeguarding team have identified who our most vulnerable children are and formulated a plan to monitor their safety and wellbeing during the school closure.

3. Reporting concerns

During this time the school will do what it reasonably can do in order to keep all of our students safe. In most cases, the majority of our students will not be physically attending the school. It is important that staff interact with students and continue to look out for the signs that a child may be at risk.

- All staff and volunteers must continue to act on any concerns they have about a child immediately. It is still vitally important to do this, both for children attending school and those at home.
- Staff to report concerns in the normal way as outlined in the child protection/safeguarding policy
- Students can report any issues using the 'Talk to Us button, this is located in the student section of the school website.
- Student can contact their form tutor/YSM/YPL via Microsoft teams
- Parents can contact school in the usual way, their call will be directed to the DSL/Deputy DSL.

4. DSL (and deputy) arrangements

We aim to have a trained DSL or deputy DSL on site wherever possible. Details of all-important contacts are listed in the 'Important contacts' section at the start of this addendum.

If our DSL (or deputy) is not in school, they can be contacted remotely by: calling school and a member of the office staff will contact them via their private mobile number. The DSL will be available by email during the school day and emails will be checked regularly during holidays.

We will ensure that DSLs (and deputy), wherever their location, know who the most vulnerable children in our school are.

On occasions where there is no DSL or deputy on site, a senior leader will take responsibility for co-ordinating safeguarding.

This will be the Headteacher, Josie Thorogood, josie.thorogood@rainhillhigh.org.uk 01744 677205

Senior leaders will be responsible for liaising with the off-site DSL (or deputy) to make sure they can:

- Identify the most vulnerable children in school
- Update and manage access to child protection files, where necessary
- Liaise with children's social workers where they need access to children in need and/or to carry out statutory assessments

5. Working with other agencies

We will continue to work with children's social care, and with virtual school heads for looked-after and previously looked-after children.

We will continue to update this addendum where necessary, to reflect any updated guidance from:

- Our local safeguarding partners
- The local authority about 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

6. Monitoring attendance

As most children will not be attending school during this period of school closure, we will not be completing our usual attendance registers or following our usual procedures to follow up on non-attendance. The exception to this is where any child we expect to attend school during the closure doesn't attend, or stops attending. In these cases, we will:

- Follow up on their absence with their parents or carers, contacting home if a student does not turn up at school. Notify their social worker, where they have one

We are using the Department for Education's daily online attendance form to keep an accurate record of who is attending school.

We will make arrangements with parents and carers to make sure we have up-to-date emergency contact details, and additional contact details where possible.

6b. Children attending other settings

Where children are required to attend another setting, we will make sure the receiving school is provided with any relevant welfare and child protection information.

Wherever possible, our DSL (or deputy) and/or special educational needs co-ordinator (SENCO) will share, as applicable:

- The reason(s) why the child is considered vulnerable and any arrangements in place to support them
- The child's EHC plan, child in need plan, child protection plan or personal education plan
- Details of the child's social worker
- Details of the virtual school head

Where the DSL, deputy or SENCO can't share this information, the senior leader identified in section 4 will do this. We will share this information before the child arrives as far as is possible, and otherwise as soon as possible afterwards.

7. Concerns about a staff member or volunteer

We will continue to follow the principles set out in part 4 of Keeping Children Safe in Education. Staff should continue to act on any concerns they have immediately – whether those concerns are about staff/volunteers working on site or remotely.

We will continue to refer adults who have harmed or pose a risk of harm to a child or vulnerable adult to the Disclosure and Barring Service (DBS).

We will continue to refer potential cases of teacher misconduct to the Teaching Regulation Agency. We will do this using the email address Misconduct.Teacher@education.gov.uk for the duration of the COVID-19 period, in line with government guidance.

8. Contact plans

We have contact plans for children with a social worker and children who we have safeguarding concerns about, for circumstances where:

- They won't be attending school (for example where the school, parent/carer and social worker, if relevant, have decided together that this wouldn't be in the child's best interests); or
- They would usually attend but have to self-isolate

A central register of low, medium, high risk students has been identified taking account of the following allocated social worker, EHAT, EHCP, SEND, Pastoral concerns, mental health concerns and on the edge of requiring support. This register is reassessed during pastoral meetings and students are added as necessary.

- Green = Low Risk Weekly Contact
- Amber = Medium Risk – Twice per week contact
- Red = High Risk Daily Contact

Each child has an individual plan which sets out

- How often the school will make contact
- Which staff member(s) will make contact – as far as possible, this will be staff who know the family well
- How staff will make contact – this will be over the phone, doorstep visits, or a combination of both

We have agreed these plans with children's social care where relevant, and will review them on a weekly basis. If we can't make contact, we will contact children's social care or the police.

9. Safeguarding all children

Staff and volunteers are aware that this difficult time potentially puts all children at greater risk.

Staff and volunteers will continue to be alert to any signs of abuse, or effects on pupils' mental health that are also safeguarding concerns, and act on concerns immediately in line with the procedures set out in section 3 above.

For children at home, they will look out for signs like:

- Not completing assigned work or logging on to school systems
- No contact from the student or family
- Seeming more withdrawn during any class check-ins or video calls

Children are likely to be spending more time online during this period – see section 10 below for our approach to online safety both in and outside school. See section 11 below for information on how we will support pupils’ mental health.

10. Online safety

a. In school

We will continue to have appropriate filtering and monitoring systems in place in school. A member of the IT team will be available each day.

b. Outside school

Where staff are interacting with children online, they will continue to follow our existing staff /code of conduct/IT acceptable use policy. Staff have been given guidance to follow and can this can be found in the staff handbook.

Live lessons -Teachers

- Sit against a neutral background
- Dress like they would for school
- Use professional language
- Appropriate time for sessions – throughout the school day
- Double check that any other tabs they have open in their browser would be appropriate for a child to see, if they're sharing their screen
- Reporting of concerns raised through online sessions – normal safeguarding procedures apply. Member of the pastoral team on site each day/DSL and deputy DSL are on onsite or can be contacted by mobile phone via the office.

Phone Calls

- Calls to be made on site or from a withheld number

We will make sure children know how to report any concerns they have back to our school, and signpost them to other sources of support too. Tutorial content, assemblies, year group/tutor group Microsoft teams’ pages will facilitate this.

c. Working with parents and carers

The school will remain in contact with parents and carers during this time. Communication with parents will reinforce the importance of children being safe online. This will be done via the weekly parent’s newsletter and the school website.

Families will be made aware of what their children are being asked to do online, including the sites they will be asked to access and who their child is going to be interacting with online.

Rainhill High school acknowledges that some parents may choose to supplement the school’s online offer with support from online companies and in some cases, individual tutors. We will raise awareness with parents the importance of only accessing online support from a reputable organisation or individual who can provide evidence that they are safe organisation and can be trusted to have access to children. We will signpost parents to support such as Internet matters, London Grid for Learning, Net Aware, Parent info, Thinkuknow and the UK Safer Internet Centre information will be signposted in the weekly parent newsletter.

11. Mental health

It is acknowledged that the current circumstances surrounding COVID 19 are particularly stressful and may cause increased anxiety and stress for all members of our school community. When children

and staff are away from their usual routine and social contact, this can become a negative and stressful experience.

Where possible, we will continue to offer our current support for student mental health, e.g. offering counselling over the phone instead of face-to-face, various links in student's year team/tutor team Microsoft teams, PSHE work.

We will also signpost all pupils, parents and staff to other resources to support good mental health at this time.

When setting expectations for pupils learning remotely and not attending school, teachers will bear in mind the potential impact of the current situation on both children's and adults' mental health.

12. Peer-on-peer abuse

Rainhill High School recognises that during the closure a revised procedures may be required for managing any report of such abuse and supporting victims. Where we received a report of peer on peer abuse, we will follow the principles set out in part 5 of Keeping Children Safe in Education and of those outlined within our main Child Protection Policy.

We 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 will be recorded using the agreed methods and appropriate referrals made.

13. Operation Encompass – reported police incident in the family home

When we received a operation encompass notification relating to a student at our school during the Covid 19 period, our response may be different to normal. If the subject of the notification remains in attendance at school, we will follow our usual procedures.

If the child is not attending any setting and is being cared for at home, we will risk assess the situation taking into consideration the history of the child and the family. This information will be used in order to determine our response to each individual case. In all situation we would always aim to speak to the child.

14. Staff recruitment, training and induction

Recruiting new staff and volunteers

We continue to recognise the importance of robust safer recruitment procedures, so that adults and volunteers who work in our school are safe to work with children.

We will continue to follow our safer recruitment procedures, and part 3 of Keeping Children Safe in Education.

In urgent cases, when validating proof of identity documents to apply for a DBS check, we will initially accept verification of scanned documents via online video link, rather than being in the physical possession of the original documents. This approach is in line with revised guidance from the DBS. New staff must still present the original documents when they first attend work at our school.

We will continue to do our usual checks on new volunteers, and do risk assessments to decide whether volunteers who aren't in regulated activity should have an enhanced DBS check, in accordance with paragraphs 167-172 of Keeping Children Safe in Education.

Safeguarding induction and training

We will make sure staff and volunteers are aware of changes to our procedures and local arrangements.

New staff and volunteers will continue to receive:

- A safeguarding induction
- A copy of our children protection policy (and this addendum)
- Keeping Children Safe in Education part 1

Keeping records of who's on site

We will keep a record of which staff and volunteers are on site each day, and that appropriate checks have been carried out for them. We will continue to keep our single central record up to date.

We will use the single central record to log:

- Everyone working or volunteering in our school each day
- Details of any risk assessments carried out on staff and volunteers on loan from elsewhere

15. 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 every 3-4 weeks by [Lindsay Munro, DSL/Deputy Headteacher]. At every review, it will be approved by the full governing board.

16. Links with other policies

This policy links to the following policies and procedures:

- Child protection policy
- Staff code of conduct
- IT acceptable use policy
- Health and safety policy
- Online safety policy