

The Grange Academy

Wade Deacon Trust

COVID – 19 School Closure

Safeguarding Arrangements

Addendum to Safeguarding Child
Protection Policy

2019 - 2020



Version Number: 02

Ratified by Local Governing Body: March 2020

Next Review Due: May 2020

School Link: Mrs J Thomson

Revision Number: Version 1

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 for a limited number of children – children who are vulnerable, and children whose parents are critical to the COVID-19 responses and cannot be safely cared for at home.

This addendum of The Grange Academy Safeguarding and Child Protection Policy contains details of our individual safeguarding arrangements.

I Purpose

- 1.1 KCSIE is statutory safeguarding guidance that schools and colleges should continue to adhere to as per their legislative duty. Despite the closure of schools as a result of COVID-19 and Government guidance, it remains essential that as far as possible, schools continue to be a safeguarding factor for children as well as supporting the families that they serve in the community. On Friday 27th March, interim guidance was published to accompany KCSIE. This addendum to the school's Child Protection & Safeguarding Policy sets out the safeguarding procedures in place during the school's closure.
- 1.2 The way that the school is currently operating in response to COVID-19 is fundamentally different to business as usual however, a number of important safeguarding principles remain the same at The Grange Academy
 - With regard to safeguarding, the best interests of children must always continue to come first.
 - If anyone in school has a safeguarding concern about any child, they should continue to act and act immediately.
 - A DSL or deputy should be available.
 - It is essential that unsuitable people are not allowed to enter the children's workforce and/or gain access to children.
 - Children should continue to be protected when they are online.

2 Proactive Safeguarding

- 2.1 Prior to school closure, an identified list of vulnerable students has been identified as red, amber, green (RAG), dependent on the level of need. All students who are open to Children's Social Care (Child Protection, CIN, CAF, CiC) are identified on the list. A further list of vulnerable students who do not fall into these categories have also been identified by the team (including students with an EHCP or young carers).
- 2.2 Students identified as vulnerable are allocated to a member of the Safeguarding Team who will be responsible for contacting the students via telephone call, Skype or home visits. All information related to the contact made will be recorded on CPOMs under category of parental contact or contact with outside agency (referencing Covid -19 in the notes) / internal spreadsheet. Contact with CSC will be made either to provide updates or to raise a new concern.

- 2.3 In summary, students are prioritised in terms of regularity of contact and a staff rota established to have daily contact (red), contacted twice a week (amber) or contacted on a weekly basis (green). This is in addition to CSC who have identified their own list of vulnerable children as RAG. In summary, children identified by CSC as red will be contacted weekly using Skype (minimum), amber once every 28 days and green once every 6 weeks.
- 2.4 Contact from school will be in the form of telephone conversations, Skype or home visits. Whilst home visits will be limited, the Safeguarding Team recognise the importance of this in situations where viewing the child is procedurally important in particular cases. Any home visits that do take place will follow the Trust Home Visit Risk Assessment and take place in pairs with members of the Safeguarding / Pastoral Team travelling separately. Staff will be required to display a Key Worker vehicle Sign when driving too and from any identified essential visit. Guidelines around social distancing will be adhered to at all times.
- 2.5 As new information comes into school, the vulnerable student list remains fluid to ensure students who have not been identified are added to the list should there be an identified risk.
- 2.6 School will continue to offer a place to vulnerable students in school should this be required. Looked After Children have been identified as vulnerable as well as those with EHCPs and Young Carers.
- 2.7 The school will report the attendance of all students daily (in line with the DFE and the authority's procedures and guidelines).
- 2.8 If a parent / carer wishes to send their child into school, a phone call must be made to the school by 12 noon the previous working day so that adequate provision can be coordinated. If a place has been reserved and the child does not arrive then normal safeguarding procedures must be followed by the Senior Leader on site. Currently, the school can offer places to students who are classed as 'vulnerable' or children of identified Critical Workers
- 2.9 Where students are on site, the school will implement social distancing rules and continue to follow the advice from Public Health England on handwashing and other measures to limit the spread of COVID-19.
- 2.10 The Grange Academy will continue to be a safe space for any student who is entitled to attend during the school's closure. The Senior Leadership Team will ensure that appropriate staff are on site and staff to pupil ratios are appropriate.
- 2.11 A detailed overview of roles and responsibilities has been communicated to all staff about the procedures in place when required to work in school
- 2.12 School will continue to liaise with Children's Social Care to ensure communication is fluid for all of our students. Meetings and conferences will continue to take place but via Skype as per the guidance sent out on 18th March 2020: Halton Children and Families Covid-19 arrangements.
- 2.13 A weekly report from CPOMs will be provided to the DSL and this will be shared with the Senior Leadership Team. The report will reflect all activity from the previous week.

3 Reporting Procedures

- 3.1 All staff have been briefed about their responsibilities to report immediately any safeguarding concerns to the Safeguarding Team should these arise.
- 3.2 Where staff are concerned about an adult working with children in the school, they should report the concern to the Principal. If there is a requirement to make notification to the Principal whilst away from school, this should be done verbally and followed up with an email to the Principal.

Concerns around the Principal should be directed to the Chair of Governors, Leeann Bellfield

- 3.3 A dedicated email has been set up for parents / carers and students to report any safeguarding concerns. If there is a concern, parents / carers or students can email a member of the safeguarding team: safeguarding@thegrangeacademy.co.uk
- 3.4 If a member of staff identifies a safeguarding concern, the Safeguarding Team will continue to monitor the safeguarding mailbox: safeguarding@thegrangeacademy.co.uk
- 3.5 A member of the Safeguarding Team will be available each day in school as part of a rota system.

4 Responsibility of Reporting

- 4.1 Staff are very aware of their responsibility to report a concern should they be unable to contact a member of the Safeguarding Team.
- 4.2 Procedures have been set out in the school's 'Safeguarding and Child protection Policy' should a member of staff need to act immediately.

5 DSL / DDSL Availability

- 5.1 Where possible, a member of the Safeguarding Team (DSL / DDSLs) will be physically available on site every day of the week. The school is operating a rota system to fulfil this each day. Please refer to the Safeguarding and Child Protection Policy 2019 / 2020 for details of who the DSLs and DDSLs are in school.
- 5.2 In situations where a member of the Safeguarding Team is not physically available, a member of the team will be available to advise and support remotely via phone or email.
- 5.3 In the unlikely case that this is not possible, a Senior Leader will be responsible for ensuring all students and staff are safeguarded.

6 Staying safe online (Staff)

- 6.1 Safety advice has been given to staff about how to remain safe online and how to communicate appropriately with students. Email communication should be via the Faculty / Key Stage group emails and not via personal school emails. Staff should adhere to normal working practices / Staff Code of Conduct (available on Website / CPOMs) to ensure professional boundaries are maintained.

- 6.2 Staff should refer to the school's Safeguarding and Child Protection Policy (available on Website / CPOMs) about what to do if they are concerned that a member of staff may have: behaved in a way that has harmed a child, or may have harmed a child; possibly committed a criminal offence against or related to a child; or behaved towards a child or children in a way that indicates they may pose a risk of harm to children.
- 6.3 Whilst staff are not required to complete 'live teaching', staff should adhere to the guidance given should they be posting videos or using social media to communicate with students.

7 Staying safe online (Students)

- 7.1 Regular guidance and advice will be sent to parents / carers and students about how to stay safe online. A list of useful numbers and contacts will continue to be distributed to parents / carers so that they can contact useful agencies for support.
- 7.2 The Safeguarding Team will continue to advise parents / carers about how to monitor screen time as well as what to do if any concerns are raised about E-Safety, youth produced sexual imagery and peer-on-peer abuse.
- 7.3 The school will continue to act as a safeguarding factor for all of our students and be available to advise and support where they can. It is important that parents / carers are aware of the many predators / fraudsters and criminals who may use the current situation to gain access to children. Similarly, the current situation means that many online learning products and tutors are available. Schools need to ensure that advice is given to parents about making sure these are reputable and trusted.

8 Training

- 8.1 All staff will have access to the necessary training and support to fulfil their roles and responsibilities.
- 8.2 The Safeguarding Team will take a proactive approach to ensuring staff are kept up to date with key safeguarding training and contextual safeguarding.
- 8.3 If the safeguarding training of the DSL / DDSLs expires during the closure, the lead can still continue performing in the role even if the refresher training hasn't been completed.
- 8.4 Where new staff are recruited, or new volunteers enter the Grange Academy, they will continue to be provided with a safeguarding induction

9 Support for families

- 9.1 The school recognises that the current situation will leave many families vulnerable. At The Grange Academy, we pride ourselves on the proactive approach we take to supporting all of our students and are committed to ensuring this is maintained.
- 9.2 All members of the Safeguarding Team and the wider school community will continue to support our families to ensure students are safeguarded to ensure the interest of children come first.

- 9.3 The school recognises that the current situation might be difficult and traumatic for some students and their families especially those with mental health conditions. The school will continue to offer support and signpost resources available.
- 9.4 When setting work, teachers will need to be mindful of the expectations put on some families who might struggle to complete the demands of the work set.

10 Local Authority Hubs

- 10.1 Currently, Halton is not operating a local authority Hub. Should the situation change, The Grange Academy will ensure that all processes and procedures are in place to determine that all adults on site have been appropriately checked and cleared.

11 Visitors / Contractors on site

- 11.1 Any visitors / contractors in school will be subject to the school's normal safeguarding procedures and given either a red or green lanyard to indicate whether appropriate checks have been made. Where possible, contact in school should be kept to a minimum and only where it is absolutely essential. Social distancing must be adhered to at all times.
- 11.2 Staff who are in school (as per the school rota) should challenge visitors to school who are not wearing a lanyard or who are wearing a red lanyard and are unaccompanied.

