

**Addendum to Child Protection Policy
COVID-19 school arrangements for
Safeguarding and Child Protection at
Integrative Saturday School Ltd.**

1. 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 and for vulnerable pupils who cannot be safely cared for at home. This advice has now been revised and plans for the reopening of ISSB from the 18th Sept should now be considered for all eligible children outlined in the Department for Education guidance.

[DfE Guidance: Actions for education and childcare settings to prepare for wider opening from 1 June 2020 Updated 1 June 2020](#)

[DFE Guidance Coronavirus \(COVID-19\): Safeguarding in schools, colleges and other providers Update 20th May 2020](#)

DfE safeguarding principles:

'As more children return, a number of important safeguarding principles remain the same:

- the best interests of children must always continue to come first
- if anyone in a school or college 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'

This addendum of the Integrative Saturday School Ltd Child Protection policy contains details of our individual safeguarding arrangements in the following areas listed below:

The addendum will be reviewed by our designated safeguarding lead (DSL) or a deputy DSL as circumstances continue to evolve or following updated Department for Education advice or guidance.

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| 3. Vulnerable children..... | <i>Błąd! Nie zdefiniowano zakładki.</i> |
| 4. Attendance monitoring | <i>Błąd! Nie zdefiniowano zakładki.</i> |
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Key contacts

| Role | Name | Contact number | Email |
|---------------------------------------|------------------------|-----------------------|----------------------------------|
| Designated Safeguarding Lead | Rosanna Radlinska-Tyma | 07806612529 | Rosanna.radlinska-tyma@issb.info |
| Deputy Designated Safeguarding Lead/s | Artemida Bury | 07595417697 | Artemida.bury@issb.info |
| Headteacher | Rosanna Radlinska-Ty,a | 07806612529 | Rosanna.radlinska-tyma@issb.info |

Staff should be reminded that they can make a referral in exceptional circumstances to the Local Authority Designated Officer (LADO)

Telephone: 0117 903 7795 or Work Mobile: 07795 091020

Designated Safeguarding Lead

Integrative Saturday School Ltd. has a Designated Safeguarding Lead (DSL) and a Deputy DSL.

The key contacts are detailed at the start of this document.

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 leader will assume responsibility for co-ordinating safeguarding on site.

This might include updating and managing access to child protection files and 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.

It is important that all Integrative Saturday School Ltd staff and volunteers have access to a trained DSL (or deputy). On each day, the staff on site will be made aware of who that person is and how to contact 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 Child Protection Policy, this includes making a report to the DSL.

Staff are reminded of the need to report any concern immediately and without delay.

All relevant safeguarding and welfare information held on all children (including returning children) must remain as accurate as possible. The school (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.

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 OFSTED.

Safeguarding Training and induction

DSL training is very unlikely to take place 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 undertake work at Integrative Saturday School Ltd, they will continue to be provided with a safeguarding induction.

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, Integrative Saturday School Ltd 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 Integrative Saturday School Ltd are utilising volunteers, we will continue to follow the checking and risk assessment process. Under no circumstances will a volunteer who has not been checked be left unsupervised or allowed to work in regulated activity.

Integrative Saturday School Ltd 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.

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.

Ensure there is a record of which staff are onsite daily either on the SCR or separately.

Mental Health

Integrative Saturday School Ltd recognises that negative experiences and distressing life events, such as the current circumstances, can affect the mental health of our children and their parents..

Integrative Saturday School Ltd understands that mental health issues can bring about changes in a child's behaviour or emotional state which can be displayed in a range of different ways, all of which could be an indication of an underlying problem. This can include for example being fearful or withdrawn; aggressive or oppositional; or excessive clinginess.

Support for pupils and students in the current circumstances will include existing provision in the school, although this may be delivered by specialist staff or support services.

Online safety in school

Integrative Saturday School Ltd 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 school code of conduct.

Integrative Saturday School Ltd 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 specified by senior managers and approved by our IT network manager / provider to communicate with pupils
- Staff should record, the length, time, date and attendance of any sessions held.

Supporting children not in school

Integrative Saturday School Ltd is committed to ensuring the safety and wellbeing of all its Children and Young people.

Integrative Saturday School Ltd will do what we reasonably can to keep all our children safe. Whilst more children return to school name others will continue to stay at home and, in many cases, will be continuing to engage with school name online.

Integrative Saturday School Ltd staff who interact with children, including online, will continue to look out for signs a child may be at risk. Any such concerns will be dealt with as per this child protection policy and where appropriate referrals will continue to be made to children's social care and as required the police

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.

Integrative Saturday School Ltd 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.

Supporting children in school

Integrative Saturday School Ltd is committed to ensuring the safety and wellbeing of all its students.

Integrative Saturday School Ltd 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.

Integrative Saturday School Ltd 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.

If pupils are attending other schools, it is important to ensure that all appropriate information, including child protection and medical information, is shared with the 'senior designated leader' to ensure their safety and wellbeing. Ensure that this information is held securely by the other school/hub.

Peer on Peer Abuse

Integrative Saturday School Ltd 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 outlined within of the Child Protection Policy and Anti-Bullying 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.

Integrative Saturday School Ltd will be mindful that some peer relationships may have deteriorated over any closure period and if indeed any online peer on peer abuse has taken place that comes to light on the wider reopening of the school actions will be taken and support provided as outlined in the school's Child Protection Policy.