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University of Birmingham School

**Safeguarding Policy
(Addendum - Covid-19)**



SAFEGUARDING & CHILD PROTECTION POLICY (ADDENDUM) FOR SCHOOLS AND EDUCATION SERVICES

UPDATE RECENT CHANGES TO THIS POLICY (2019-20)

This policy was reviewed and ratified by the Pastoral Committee of the Governing Body on:
Effective September 2018

Since ratification by the Governing Body the following changes have been made –

The following additions are based on Department for Education (DfE) guidance up to 31/3/2020.
DfE guidance issued after this date must also be applied – in particular to reflect necessary adaptations in response to and in effect because of COVID-19.

Date of Change: 1 st April 2020		
Addition	DfE guidance	https://www.gov.uk/government/collections/coronavirus-covid-19-guidance-for-schools-and-other-educational-settings
Addition	BCC guidance vulnerable children	https://www.birmingham.gov.uk/downloads/file/15896/safeguarding_guidance_during_school_closure
Addition	DfE guidance	https://www.gov.uk/government/publications/covid-19-free-school-meals-guidance/covid-19-free-school-meals-guidance-for-schools
Strengthened focus (1)	DfE guidance Acting immediately on safeguarding concerns	<p>The continued importance of all staff acting immediately on any safeguarding concern.</p> <p>In my school this means that:</p> <p>Anyone who has a concern about a child makes sure the child is safe, and then speaks immediately via phone call or in person with the on call DSL for that day, before the child goes home (if they are in school) or ASAP if there is concern and the child is at home. RTI can be contacted at any time by calling 0121 7965014 which will divert work phone to personal mobile; ACR can be contacted on 0121 7965018. If neither is available, staff know to call 0121 3031888 for guidance, and 111 or 999 if there is an immediate risk of harm.</p>
Strengthened focus (2)	Sharing concerns about a child	<p>What staff and volunteers should do if they have any concerns about a child</p> <p>In my school this means that:</p> <ul style="list-style-type: none">➢ 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; when a DSL is not on site staff can call 0121 7965014 to talk with RTI or 0121 7965018 to talk with ACR



		<p>➢ It's essential that unsuitable people don't enter the school workforce or gain access to children</p> <p>➢ Children should continue to be protected when they are online</p> <p>As a reminder, all staff should continue to work with and support children's social workers, where they have one, to help protect vulnerable children and ensure concerns are also shared with them.</p>
Strengthened focus (3)	DSL arrangements	<p>DSL (and deputy) arrangements.</p> <p>In my school this means that:</p> <p>There will always be a DSL on duty. If all five trained DSLs are ill, then the staff will be informed, and alternative arrangements involving support from CASS will be initiated.</p>
Strengthened Focus (4)	Supporting CIC	<p>The continued importance for school and college staff to work with and support children's social workers and the Local Authority Virtual School Head (VSH) for looked-after and previously looked-after children.</p> <p>In my school this means that:</p> <p>KCA will continue to liaise with VSH regarding Children in Care, and ensure PEPs are kept up to date and extra support is available if needed.</p>
Strengthened focus (5)	Peer on peer abuse	<p>Peer on peer abuse - given the very 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).</p> <p>In my school this means that: any pupil who has a concern has been given several different channels of how to report peer on peer abuse, including Childline, Samaritans, and the Police. Regular daily 'well-being' updates ensure pupils feel connected to school pastorally, and have a number to call if they want to report to a member of staff.</p>
Strengthened focus (6)	Attendance	<p>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.</p> <p>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:</p> <p>➢ Follow up on their absence with their parents or carers, by alerting the DSL</p> <p>➢ Notify their social worker, where they have one</p> <p>We are using the Department for Education's daily online attendance form to keep an accurate record of who is attending school.</p>



Strengthened focus (7)	Contact plans	<p>We have contact plans for children with a social worker and children who we have safeguarding concerns about, for circumstances where:</p> <ul style="list-style-type: none">➢ 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 <p>These plans set out:</p> <ul style="list-style-type: none">➢ How often the school will make contact➢ Which staff member(s) will make contact➢ How they will make contact <p>ACR holds this list and updates it regularly into CPOMS (online reporting software and system). After Easter 2020 we will initiate a virtual safeguarding meeting with PPMS, GWA and DSLs.</p> <p>We have agreed these plans with children's social care where relevant, and will review them on an on-going basis.</p> <p>If we can't make contact, we will contact relevant authorities (eg CMIE, CASS, and Police).</p>
Strengthened focus (8)	Concerns about a member of staff	<p>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).</p> <p>In my school this means that: staff should continue to report any concerns to the DSL, or the Principal. If concerns are around the Principal, staff know to contact the Chair of Governors via email at chairofgovernors@uobschool.org.uk, or to call LADO (Local Authority Designated Officer) for advice on 01214642612.</p>
Strengthened focus (9)	Supporting vulnerable students	<p>Any arrangements to support children that the school or college are concerned about who do not meet the 'vulnerable' definition.</p> <p>In my school this means that; the 'safeguarding' team (consisting of members of SMT, pastoral staff, the SEND team and other staff) will have regular 'check-ins' with families who they feel are at risk of being 'vulnerable'. These calls can consist of speaking with parents and carers, speaking with pupils, and staying in touch with other agencies and those offering support (such as the school counsellor or Malachi).</p>



Strengthened focus (10)	Keeping children safe virtually	<p>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.</p> <p>In my school this means that: all communication to children comes from staff school accounts and conduct continues to follow our existing staff behaviour policy.</p> <p>All pupils in years 7-9 have had a top-up virtual lesson on staying safe online. On-going messaging to parents will continue looking at how to keep pupils safe on-line.</p> <p>We will continue to have appropriate filtering and monitoring systems in place in school through Smoothwall.</p> <p>Staff will continue to be alert to signs that a child may be at risk of harm on-line, and act on any concerns immediately, following our reporting procedures as set out in section 3 of this addendum.</p> <p>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.</p>
New focus	Visitors on site	No visitors should be on site during school closure except for those carrying out essential maintenance or other essential tasks. In this instance , they should be signed in and wear a yellow lanyard. Visitors should be told which areas they need to avoid (those being used by children whilst unsupervised ie toilet areas) and pupils should be made aware not to interact with any visitors wearing a yellow lanyard and to report any attempted interaction with staff on duty. Due to special arrangements, pupils should not be in any areas unsupervised by staff other than toilet areas. Where visitors are on-site as outlined, they will be briefed to uphold social distancing protocols.
Strengthening guidance (1)	Mental wellbeing	<p>Where possible, we will continue to offer our current support for pupil mental health for all pupils through phone check-ins, phone sessions with the counsellor, on-going communication with agencies supporting pupils.</p> <p>We will also signpost all pupils, parents and staff to other resources to support good mental health at this time including periodic 'well-being' bulletins.</p> <p>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.</p>



Strengthening guidance (2)	Safer recruitment	<p>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.</p> <p>We will continue to follow our safer recruitment procedures, and part 3 of Keeping Children Safe in Education.</p> <p>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 physical possession of the original documents. This approach is in line with revised guidance from the Disclosure and Barring Service.</p> <p>New staff must still present the original documents when they first attend work at our school.</p>
Strengthening guidance (3)	New staff induction and training	<p>We will make sure new staff continue to receive:</p> <ul style="list-style-type: none">➢ A safeguarding induction➢ A copy of our children protection policy (and this addendum)➢ Keeping Children Safe in Education part 1.
Strengthening guidance (4)	Registering staff and visitors on site	<p>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.</p> <p>We will continue to keep our single central record up to date.</p>
		<p>Links with other policies</p> <p>This policy links to the following policies and procedures:</p> <ul style="list-style-type: none">➢ Child protection policy➢ Staff code of conduct➢ IT acceptable use policy➢ Health and safety policy➢ Online safety policy

It is important that all staff and volunteers are aware of this addendum to policy and are kept up to date as it is revised.

The addendum to policy should continue to be made available publicly.
