

Date written: 25.3.2020- N Sexton

Updated 19<sup>th</sup> May 2020- N Sexton

Updated 8 October 2020- N Sexton

## **Safeguarding Policy Amendments During COVID 19 Response**

### **Protecting Vulnerable Children At Dobcroft Junior School – during COVID 19**

The following is based upon the advice from the government and the local authority with regards to ensuring our most vulnerable children are monitored during this time- **either in school or whilst at home**.

***SCC statement march 2020: wherever possible delivered by schools;***

- ***To remain open so that children and young people on the vulnerable young people list can attend***
- ***Confirm 'Seen' children and young people on the vulnerable children young people list – either because they are in school or they have been visited.***
- ***Escalate children and young people on the vulnerable children and young people list not seen to Sheffield City Council – where possible with the reason why they have not been seen (from telephoning the family).***
- ***Provide a Free School Meal to those attending***
- ***Distribute a Free School Meal to all Free School Meal children***

***The government guidance indicates schools will continue to support vulnerable children, and they should be encouraged to attend as school is known as a protective factor for children receiving the support of a social worker. We are balancing this carefully with the urgent need to reduce social contact right across society to support our work to reduce the spread of coronavirus (COVID-19).***

### **Roles & Responsibilities**

- **DSL-** Nicola Sexton (in school)
- **DDSL-** Sheree Doyle (mixture- WFH, on site- contactable), overall responsibility for managing the reporting arrangements during the COVID 19 response
- **DDSL-** Kate Rembges (on site), keeping in touch role
- **SENDCo-** Hayley Little –WFH, contactable, fulfilling SENDCo role with support from Jo Herold, Nicola Sexton (both of whom are on site), keeping in touch role in addition to SENDCo lead
- **Senior Learning Mentor-** Jo Herold (keeping in touch support, teaching & learning for key vulnerable children, support re SENDCo role)
- **Additional pastoral support:** Louise Fear - keeping in touch role
- **SLT additional support-** Amy Kirk & Paul Harrison- additional support and advice where necessary
- **Class Teachers-** check-in role day to day, remote check in if/when class is self isolating. Identifying Pupils & monitoring safety.

**For the purpose of clarity vulnerable children (according to the government) include (but at DJS it is not exclusive):**

- 1. Children looked after (CLA)**
- 2. Children with a named social worker (SW)**
- 3. Children with an EHCP (EHCP)**
- 4. Children in receipt of alternative provision (AP)**
- 5. Children in receipt of free school meals (FSM)**

### **Additional Practices During Full Lockdown**

**Google share document** has been created in order to log all pupils in the above categories and others on our inclusion register, or whom we feel are particularly vulnerable. Only named staff above have access to this and complete it as an action is completed.

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Prior to 24<sup>th</sup> March all identified vulnerable pupils received a 1-1 phone call from a member of the inclusion team with regards to their attendance and safety. This has been repeated during lockdown and during the weeks 11<sup>th</sup> May & 18<sup>th</sup> May to establish where they are best placed- still at home or to return to school.

Outcomes of these discussions and any concerns have been/are logged on CPOMs

### **1.Children Looked After in Public Care**

- Currently guidance is that they must be in school.
- This is one child in our setting and we are more than confident that the safest place for them to be is with the foster family. The designated teacher/DSL is in communication with the family.
- The DDSL, DSL or other member of SLT will speak to the family daily and make a weekly welfare check and share our report with the relevant social worker (completing the template below and sending via ANYCOMMs & logging on CPOMs).
- The designated teacher for looked after children will continue to fulfil their role and duties, delegating accordingly.

### **2. Pupils non-attending who have a named social worker**

- Social workers have been contacted and have been asked to make contact with the families & inform school as to where they feel the child is best placed.
- All families of children who are non-attending will receive a daily phone call seeking an explanation as to why they are not in school and focus upon the above questions in order to establish (as much as possible) the safety of the child.
- In the event of them non- attending a daily phone call will be made and a weekly/random spot check welfare call made
- The outcome of the welfare call will be recorded on the template below and returned to the LA via ANYCOMMs
- In the event of any concerns with regards to their safety the Sheffield Children's Safeguarding Hub will be called as well as the named social worker
- All of the above will be recorded on CPOMs by the member of staff completing the check

### **3. Pupils not attending school with an EHCP**

The SENDCo or another member of the inclusion team will call weekly for an update to inform parents & carers and chat to the child on the phone wherever possible. We will ask questions to parents & carers and the child that seek assurance with regards to their

- Physical wellbeing
- Mental wellbeing
- relations with other family members
- are they in a period of self-isolation
- any specific support with regards to home learning,
- signposting to other services
- During these calls whether the best course of action is for the child to be in school or not- this will be assessed on their level of safety.
- An update will be recorded on CPOMs

### **4. Pupils in receipt of Alternative provision**

- This relates to one pupil. This pupil also has a named social worker. As such we will follow the process for number 2.

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- In addition the SENDCo will call OSMIS (the alternative provision provider) weekly for an update with regards to attendance and contact made
- The outcome of the contact with OSMIS (the AP for this pupil) will be logged on CPOMs
- A phone call will be made to the family daily (they have a SW) and the relevant questions asked.

### **5.Pupils in receipt of Free School Meals**

- The FSM voucher system will continue. FSM in school will be provided. Amber Higgins & Kay Drabble are responsible for overseeing this systems

### **6. All other Pupils**

As lockdown progressed SCC made clear the importance of placing pastoral 'check-ins' above home learning. As such teachers have held **google hangout meetings** with their class in groups- the focus of which is pastoral. From 1<sup>st</sup> June, these will continue weekly. Y6 will do there's whilst teaching those pupils who attend school.

#### **Role of Teacher:**

- To talk to each child re home learning, wellbeing
- Call parents of the child who didn't attend and talk to the child on the phone
- Log on CPOMs the outcome of the phone call

### **Reporting Home Visits/Welfare Checks**

**This information should be included when reporting on CPOMs for home visits:**

- Siblings names
- Did anyone answer the door?
- Was the parent/ carer seen?
- Was the child seen?
- Were any siblings seen?
- Is the parent/ carer able to get the child to school tomorrow?
- How is the parent ensuring their child is safe?
- Have the Sheffield Safeguarding Hub been contacted during, or after the visits took place?
- If yes, who did you speak to and what was the outcome?

### **Full- Re-opening of School**

| Area  | Staff Lead   |
|---|--|
| <ul style="list-style-type: none"><li>• Implementing our attendance policy, including new guidelines &amp; codings set out by DFE</li><li>• Monitoring attendance regularly</li></ul> | Nicola Sexton, Kay Drabble   |
| <ul style="list-style-type: none"><li>• Amend our wellbeing curriculum September 2020</li><li>• Monitoring &amp; capturing pupil health and wellbeing regularly</li></ul>             | Nicola Sexton<br>Laura Collis<br>Wellbeing governor- Michelle Kingan |
| <ul style="list-style-type: none"><li>• Increase in school pastoral support as appropriate/necessary</li><li>• Continue liaising with social worker re vulnerable children</li></ul>  | Sheree Doyle   |

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| <ul style="list-style-type: none"><li>• Implement updated advice for LADO, SCSP, &amp; referral thresholds</li></ul>                             | Nicola Sexton<br>Sheree Doyle        |
| <ul style="list-style-type: none"><li>• Supporting pupils and staff working online</li><li>• Implement our remote education principles</li></ul> | Sheree Doyle<br>Emma Waggott         |
| <ul style="list-style-type: none"><li>• Implement and review regularly health and safety risk assessment</li></ul>                               | Nicola Sexton                        |
| <ul style="list-style-type: none"><li>• Safer recruitment remotely where possible</li></ul>  | Nicola Sexton<br>Kay Drabble         |
| <ul style="list-style-type: none"><li>• Pastoral check-ins with pupils at home</li></ul>   | Kate Rembges<br>Named class teachers |