



This Addendum is to be read alongside the Safeguarding Policy and will be reviewed (see Point 12) as and when new guidance is released by the Local Derby/Derbyshire Safeguarding Board and/or the DfE. As a minimum, whether new guidance is received or not, this Addendum will be reviewed every half term.

As a school, we are familiar with the following recommended government guidance relating to the plan for wider opening, when considering our safeguarding arrangements:

- <https://www.gov.uk/government/publications/actions-for-educational-and-childcare-settings-to-prepare-for-wider-opening-from-1-june-2020>
- <https://www.gov.uk/government/publications/preparing-for-the-wider-opening-of-schools-from-1-june/planning-guide-for-primary-schools>
- <https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-protective-measures-in-education-and-childcare-settings>

These guidance documents are frequently updated and so schools/colleges need to be alert to any significant changes in later versions.

This additional Addendum also reflects any updated advice from Derby and Derbyshire Safeguarding Children Partnership and from the Local Authority (for example: 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).

Key information is found here: <https://www.ddscp.org.uk/coronavirus-safeguarding-arrangements/>

Key Contacts during COVID-19 Arrangements

Role	Name	Contact details
Designated Safeguarding Lead (DSL)	Ian Johnson	01332347374 head@markeaton.derby.sch.uk
Deputy DSL(s)	Emma Balfour Emma Edge	Same number as above senco@markeaton.derby.sch.uk eedge@markeaton.derby.sch.uk
Designated member of Senior Leadership Team if DSL (and deputy) cannot be on site	Laura Clayton Victoria Gamble Jo Sidebottom	Lclayton1@markeaton.derby.sch.uk vgamble@markeaton.derby.sch.uk jsidebottom@markeaton.derby.sch.uk
Designated Teacher for Looked After Children	Emma Balfour	senco@markeaton.derby.sch.uk
Headteacher/Principal	Ian Johnson	01332347374 head@markeaton.derby.sch.uk
Chair of Governors/Trustees	Steph Marshall-Power	smarshallpower@markeaton.derby.sch.uk
Designated Governor/Trustee:	Laura Martin	lmartin@markeaton.derby.sch.uk

1. Scope and Definitions

This additional Addendum applies during the period of school closure/partial closure due to COVID-19, and the wider opening of an educational setting. It reflects updated advice from our local safeguarding partners Derby and Derbyshire Safeguarding Children Partnership (Derbyshire County Council, Derby City Council, Derby and Derbyshire Clinical Commissioning Group, Tameside and Glossop Clinical Commissioning Group and Derbyshire Constabulary).

It sets out changes to our normal Safeguarding/Child Protection Policy in light of the Department for Education's Guidance collection for [Coronavirus \(COVID-19\): guidance for schools and other educational settings](#), and specifically [Coronavirus: safeguarding in schools, colleges and other providers](#) (updated May 2020).

This does not replace our Safeguarding policy Oct 2019.

2. Vulnerable Children

The Department for Education's (DfE's) [Coronavirus \(COVID-19\): guidance on vulnerable children and young people](#) continues to apply.

There is the flexibility to offer a place to those who do not meet the Department for Education's definition of 'Vulnerable' but where the School/College has concerns. This will continue and will now include, 'those who could benefit from continued attendance'. This might include children and young people who are on the edge of receiving support from Children's Social Care services, adopted children, NEET (not in education, employment or training), those living in temporary accommodation, those that are young carers and others at the school's, college's and local authority's discretion.

School and college staff will continue to work with children's social workers, the Designated Lead, virtual school heads, and any other relevant safeguarding, health and pastoral partners to help protect children.

3. Maintaining contact

For those children not attending the school has compiled a traffic light system which refers to their level of vulnerability and what support/contact has been put in place. This may include:

- Regular phonecalls home
- Visits to houses (socially distanced)
- Provision of home learning packs
- Emails
- Annual Reviews

The school will also establish who is coming back to school and if not, why not - plus what support could be put in place.

4. Reporting Concerns

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. Please use CPOMs as you normally would.

The DDSCP has issued updated guidance about managing risk to vulnerable children during lockdown, assessing and supporting their needs. The local authority early help service /multi-agency teams (MATS) have a dedicated link member of staff for every Derby school to share relevant information, offer support and signpost to services to ensure children and families have the right support at the right time. In addition, the Children's Services Professional Consultation Line telephone 07812 300 329 have extended their hours to 9am to 4pm.

5. Designated Safeguarding Lead (and Deputy) Arrangements

As more children return we will have a trained DSL or Deputy DSL available on site to coordinate the safeguarding arrangements and liaise with social workers. If activities take place offsite there will be arrangements in place to provide access to a designated lead.

All school and college staff and volunteers will have access to a trained DSL (or deputy) and know on any given day who that person is and how to speak to them.

In exceptional circumstances:

- a trained DSL (or deputy) can be available to be contacted via phone or online video - for example, working from home.
- sharing trained DSLs (or deputies) with other schools or colleges (who should be available to be contacted via phone or online video) can be arranged.

We will ensure there are sufficient staff members who can provide pastoral support to help meet the needs of children as they return.

The DSL will provide support to teachers and pastoral staff to ensure contact is maintained with children and their families. This will be for those children and families in school and more importantly for those who are not in school.

Where possible staff should try to speak directly to children to help identify any concerns. Staff should be encouraged (where possible) to make calls from the school.

When communicating with families, this should only be done through school email addresses or recognised channels, within school hours and on school devices. Shared school mobiles have been purchased for this activity. It is recommended that any staff member contacting parents and families is made aware of the school's policy around etiquette and content.

The Designated Lead will ensure great care will be taken in the content, storage and dissemination of any records made.

The DSL will ensure all staff will be kept up to date with government and local changes in respect of children returning to the school/college and the school/college will update parents/carers and make the relevant guidance available on the website.

6. Visitors

External visitors should be kept to a minimum, but the school/college will make themselves available for Children's Social Workers, and other relevant partners e.g. Health, who may need to see children on site.

7. Risk Assessments

The school/college will work with the latest guidance provided by the government on:

- Risk assessments;
- Home school transport;
- Managing the school/college site;
- Staggering start times and finish times;
- First aid;
- Social distancing;
- Personal Protective Equipment;
- Managing an outbreak of Coronavirus.

The local authority Quality, Standards and Performance Team has supported discussions and development across the city about the return to school and the required risk assessment processes, providing sample templates, tools and resources. See:

<https://schoolsportal.derby.gov.uk/professionaladvocacyforchildrenineducationpace/dailybulletins/>

Children and young people with EHC (education and health care) plans in Derby have been allocated a key worker. Work will continue in partnership with the key worker, other key health and social care professionals, and the family to review individual EHCP risk assessments in light of a wider opening of the school/college:

<https://www.gov.uk/government/publications/coronavirus-covid-19-send-risk-assessment-guidance>

For children and young people with other complex needs, such as children and young people with special educational needs and disability (SEND) who do not have an EHC plan, the school/college or local authority can now exercise its discretion to do a risk assessment and offer a place.

The school/college will continue to undertake and review risk assessments for children and young people with EHC plans who remain at home. Risk assessments will continue to be undertaken to ensure:

- they assist decisions on which children and young people, with an EHC plan, should be attending their educational setting, taking into account the changing circumstances of individual children and young people, with an aim that they can be brought back into face to face education when it is right for them;
- when attendance is not appropriate, assessments can help make decisions about the support children and young people should receive at home, noting that circumstances may have changed;
- they provide helpful information to Headteachers and other professionals in planning for, and supporting, those children and young people with an EHC plan when they do return to educational settings

8. Monitoring attendance

It is expected that vulnerable children will attend where it is appropriate for them to do so and where there are no shielding concerns for the child or their household; where they are not clinically vulnerable and or/following a risk assessment for those children with a EHC plan and or clinical vulnerabilities.

We will continue to work with children and their families not in school and will work with the relevant children and their families to return to school/college.

Parents/carers will not be penalised if their child does not attend education provision.

Schools/colleges will resume taking their attendance register from the 1st June, and will complete the online Educational Settings Form (DfE daily updates).

In addition, we will be completing a weekly returns list of pupils in school to the local authority to help identify with social care partners pupils who are attending and especially those who are deemed as vulnerable and are not attending. This will be enhanced by input and support from the local authority Quality, Standards and Performance Team.

9. Safeguarding Pupils and Teachers Online

All staff should still refer to NSPCC guidance, when engaging in remote learning. The guidance is unchanged since its previous update (April 21st 2020).

Schools/colleges should consider greater communication with parents around working online, to provide reassurances that they are working in a safe environment and encourage them to make their child's online activity as safe possible. This may mean referring families to resources:

<https://www.gov.uk/guidance/safeguarding-and-remote-education-during-coronavirus-covid-19>

10. Peer on Peer Abuse

Usual reporting of suspected or actual peer on peer abuse applies (see Safeguarding Policy). All staff need to be aware that incidents may have happened out of school, whilst children are not attending, and these may require a safeguarding response when they return and the school/college is made aware.

11. Mental Health and Well-being

We will continue to support children in respect of their emotional health and wellbeing and acknowledge that, on a child's return into the school/college, lockdown may have had, and may continue to have, an adverse impact upon their health, wellbeing and safety.

There is guidance available (updated May 21st) to assist and all staff will be made familiar with this:

<https://www.gov.uk/guidance/supporting-pupils-wellbeing>

All staff will be updated around how to identify, refer and respond to a child presenting concerns and know how schools/colleges can receive help:

<https://derbyandderbysshireemotionalhealthandwellbeing.uk/>

A new email address for professionals to access this new service is:

ddccg.tict@nhs.net

12. Monitoring Arrangements

This policy (June 2020, Annex A 2020) will be reviewed and updated as Guidance from the Local Safeguarding Partners, other relevant agencies or DfE is received, and as a minimum every half term.

Each review will be carried out by appointed members of the Governing Board and the Headteacher

13. Resources

Department for Education coronavirus helpline

The Department for Education coronavirus helpline is available to answer questions about COVID-19 relating to education and children's social care.

Phone: 0800 046 8687

Standard opening hours:

- 8am to 6pm – Monday to Friday
- 10am to 4pm – Saturday and Sunday

If you work in a school, have the schools/colleges unique reference number (URN or UK PRN) available.

Also see QSP Daily Bulletins

<https://schoolportal.derby.gov.uk/professionaladvocacyforchildrenineducationpace/dailybulletins/>