



Walkwood
Church of England  Middle School

“Keeping Children Safe in Education”

Safeguarding and Child Protection:

Amended practice for In-school Limited Opening



“Show your wonderful love. Your mighty arm protects those who run to you for safety.”

Psalm 17: 7

“Father, I don’t ask you to take my followers out of the world, but keep them safe from the evil.”

John 17: 15

“Church of England Schools have at their heart a belief that all children are loved by God, are individually unique and that our school has a mission to help each pupil to fulfil their potential in all aspects of their personhood: physically, academically, socially, morally and spiritually. Schools have a duty to try to remove any factor that might represent a hindrance to a child’s fulfilment. We want all pupils to want to engage in learning in a safe and welcoming ethos.”

Valuing All God’s Children, Church of England, 2014

“The core purpose of any Church school is to maximise the learning potential of every pupil within the love of God.”

SIAMS (Statutory Inspection of Anglican and Methodist Schools) 2012



Aim

Walkwood Church of England Middle School recognise our moral and statutory responsibility to safeguard and promote the welfare of all pupils. We endeavour to provide a safe and welcoming environment where children are respected and valued. We are alert to the signs of abuse and neglect and follow our procedures to ensure that children receive effective support, protection and justice. Child protection forms part of our school's safeguarding responsibilities.

This amended practice is to be read as a temporary addendum to the full policy and is intended for application during the period of limited opening.

Terminology

Safeguarding and promoting the welfare of children is defined as:

- protecting children from maltreatment;
- preventing impairment of children's health or development;
- ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and
- taking action to enable all children to have the best outcomes.

Child Protection is a part of safeguarding and promoting welfare. It refers to the activity that is undertaken to protect specific children who are suffering, or are likely to suffer, significant harm.

Staff refers to all those working for or on behalf of our school, full or part time, temporary or permanent, in either a paid or voluntary capacity.

Child includes everyone under the age of 18.

Parents refers to birth parents and other adults who are in a parenting role, for example stepparents, foster carers and adoptive parents.

Introduction

The way schools and colleges are currently operating in response to coronavirus (COVID-19) is fundamentally different to business as usual, however, a number of important safeguarding principles remain the same:

- The best interests of children must always continue to come first.
- If anyone has a safeguarding concern about any child they should continue to act and act immediately.
- A Designated Safeguarding Lead or Alternate Safeguarding Lead should be available on site/on call.
- 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

DfE guidance: *Coronavirus (COVID-19): safeguarding in schools, colleges and other providers* (27/03/2020)

This addendum is consistent with

- The school's safeguarding policy.
- The legal duty to safeguard and promote the welfare of children as described in section 175 of the Education Act 2002 and the statutory guidance: 'Working Together to Safeguard Children' 2018.
- 'Keeping Children Safe in Education' September 2018.
- West Midlands Child Protection and Safeguarding Procedures (<https://westmidlands.procedures.org.uk/>).
- Takes account of the DfE guidance: *Coronavirus (COVID-19): safeguarding in schools, colleges and other providers* (27/03/2020).

Our school's Safeguarding Policy applies to all staff, governors, volunteers and visitors to our school. Child protection is the responsibility of all staff. **This addendum applies in the same robust manner.**



Keeping safe those pupils and staff who are in school

On arrival, staff will need to sign in using the PassTab each day and sign out when they leave.

Pupils who are in school need to report to their designated classrooms on arrival where a register will be taken at the start of each session. Pupils will sanitise their hands on arrival to the classroom and after each activity, including prior to eating at any time during the day. Children have been given a reminder on how best to hand sanitise and wash hands during their induction presentation.

Pupils will be placed into smaller than 'class normal' groups where teaching staff will remain consistent and there will be no changing of classrooms. Pupils will have access to designated classrooms and a one-way system is in operation around the school. Pupils will be led to the playground for breaktime and into the dining hall for lunchtime so supervision of children remains in place throughout the school day.

Visitors should only be permitted on site if essential e.g. to attend to a pupil's specific medical needs.

Areas such as desks, dining tables and benches used by pupils are cleaned after each session and at the end of the school day by cleaning staff.

We are using the Department for Education's daily online attendance form to keep an accurate record of who is attending school. For those children who we are expected into school but are absent, first day calling will be made by a safeguarding lead.

What staff should do if they have any concerns about a child

All concerns about a child or young person should be reported without delay and recorded in writing using Edukey. This software package is installed on every desk top computer and can be accessed via <https://edukeyapp.com/safeguard/walkwood-church-of-england-middle-school>.

Where this is not possible, all concerns should be reported via the paper copies of Appendix 2 (held within the PAs' office) and given directly to the Designated Safeguarding Lead, Alternate Designated Safeguarding Lead or in-school Senior Leadership Team member. The Designated Safeguarding Lead and/or Alternate Safeguarding Lead will consider what action to take and have appropriate discussions with parents/carers prior to referral to children's social care or another agency unless, to do so would place the child at risk of harm or compromise an investigation.

The Family Front Door are still accepting referrals which meet Level 4 threshold. For referrals which are assessed as meeting Level 2 or Level 3 threshold, parents/carers will be advised:

- There will be a telephone call to the responsible parent to discuss the needs identified and those parents will be provided with information and links to online advice and support services relevant to the need identified, this may include 'Here 2 Help'.
- The Targeted Family Support telephone number will be given to parents and will be able to provide telephone support should they need it.
- These contacts will then be closed once the Designated Safeguarding Lead and/or Alternate Safeguarding Lead should deem the de-escalation criteria being met.

DSL arrangements

The Designated Safeguarding Lead should be used as a first point of contact for concerns and queries regarding any safeguarding concern in our school. Any member of staff or visitor to our school who receives a disclosure of abuse or suspects that a child is at risk of harm must report it immediately to the Designated Safeguarding Lead or, if unavailable, to an Alternate Designated Lead. In the absence of any of the above, the matter should be brought to the attention of the most senior member of staff.

Working with external agencies

The safeguarding leads (Designated Safeguarding Lead / Alternate Safeguarding Lead) will liaise with agencies remotely via email, telephone call or conference calls to ensure that school and agencies continue to communicate effectively. The safeguarding leads will virtually attend relevant and scheduled multi-agency meetings to help ensure that the pupil's current plan remains effective.

Requests for social workers to visit the children in school will be dealt with on an individual basis dependant on risk, if social workers need to visit the children in school then social distancing procedures as well as safeguarding signing in procedures will be followed.

Peer-on-Peer abuse

The majority of our pupils will not be in school, however as lockdown eases, children will begin to see each other in the community. Throughout school closure pupils will have had increased contact with each other online leading to an increased risk of peer on peer abuse occurring between pupils.

Parents can report concerns to support@walkwoodms.worcs.sch.uk and each concern will be managed and responded to by the Designated Safeguarding Lead or Alternate Safeguarding Lead. Walkwood will still practice contextual safeguarding and understands that what happens in the community, online and within family households which happen outside school still impacts on our pupils. These concerns will be recorded via the Peer on Peer Abuse category on Edukey.

What staff should do if they have concerns about a staff member?

If staff have a concern about a member of staff during the COVID 19 limited provision scheme, they should report their concerns initially to the most senior member of staff on site. The senior member of staff should contact the Principal by telephone and by email to make them aware of the alleged concern.

If the concern is about the senior member of staff on site, the concerned member of staff should email the Principal directly. If the concern is about the Principal, the staff member will contact the Chair of Governors.

For advice and information about allegations against staff and volunteers, contacting the LADO (Local Authority Designated Officer) service remains the same during this time- Tel: 01905 846221.

Critical workers

Parents whose work is critical to the coronavirus (COVID-19) and EU transition response include those who work in health and social care and in other key sectors outlined in the following sections. Children with at least one parent or carer who is a critical worker can go to school or college if required, but parents and carers should keep their children at home if they can.

Supporting vulnerable pupils

Vulnerable children include those who have a social worker and those children and young people up to the age of 25 with education, health and care (EHC) plans.

Those who have a social worker include children who have a Child Protection Plan and those who are looked after by the Local Authority. A child may also be deemed to be vulnerable if they have been assessed as being in need or otherwise meet the definition in section 17 of the Children Act 1989.

Those with an EHC plan will be risk-assessed in consultation with the Local Authority and parents, to decide whether they need to continue to be offered a school or college place in order to meet their needs, or whether they can safely have their needs met at home. This could include, if necessary, carers, therapists or clinicians visiting the home to provide any essential services. Many children and young people with EHC plans can safely remain at home.

Eligibility for free school meals, in and of itself, should not be the determining factor in assessing vulnerability.

Senior leaders, especially the Designated Safeguarding Lead (and Alternates) know who our most vulnerable children are. We ensure that all children with an EHC plan will have returned to school when Walkwood is fully open once more. They have the flexibility to offer a place to those on the edge of receiving children's social care support.

Vulnerable children and young people include those who:

- are assessed as being in need under section 17 of the Children Act 1989, including children and young people who have a Child in Need Plan, a Child Protection Plan or who are a looked-after child;
- have an Education, Health and Care (EHC) Plan;
- have been identified as otherwise vulnerable by educational providers or local authorities (including children's social care services), and who could therefore benefit from continued full-time attendance, this might include:
 - children and young people on the edge of receiving support from children's social care services or in the process of being referred to children's services;
 - adopted children or children on a special guardianship order;
 - those at risk of becoming NEET ('not in employment, education or training');
 - those living in temporary accommodation;

- those who are young carers;
- those who may have difficulty engaging with remote education at home (for example due to a lack of devices or quiet space to study);
- care leavers;
- others at the provider and local authority's discretion including pupils who need to attend to receive support or manage risks to their mental health.

These children have access to school and the following will apply:

- Continued liaison with social workers and other external agencies to ensure the plan remains effective and safe.
- Contact to parents and carers to advise them to send their children into school as it is safe and the children will be well cared for.
- Contact Social workers if children are not in school due to 'choosing to stay at home'.

Operation Encompass:

- Any received OE notifications will be added to Edukey and acted upon within 48 hours of receipt.
- If child is in school, contact parents and offer support as appropriate.
- If the child is not in school and contact cannot be made with parent/child via telephone - school to contact Family Front Door and Police for 'safe and well check.'

Supporting other identified pupils

(including Edukey concerns, Free School Meals and Pupil Premium)

Edukey concerns:

All relevant Edukey logs which cause concern, have been looked at and those children who we continue to be concerned about and do not have social care involvement, will have the following support:

- Weekly check ins with pastoral manager/college leader via telephone ensuring that we:
 - speak to parents,
 - speak to children (where appropriate to do).
- Summary of conversations with arising actions recorded on Edukey.
- Liaison by email to parents if required signposting to other agencies that can help and support.
- If required, food vouchers issued, even if not Pupil Premium or Free School Meals, to be sanctioned by safeguarding leads with the support of the Business Manager.

If parents/carers are not contactable, not responding or concerns increase, the Designated Safeguarding Lead to be made aware and threshold escalated if needed.

Identified pupil concerns will be reviewed by the Designated Safeguarding Lead or Alternate Safeguarding Leads regularly. Any pupils who no longer present as a concern will be given appropriate email address for them to seek support in the future should they need it.



Free School Meal children:

The school will provide a meal if the pupil is accessing limited provision on-site. Otherwise, vouchers will be sent to families, this being actioned by the Business Manager.

Pupil Premium children:

In cases of hardship, vouchers may be available. This will be coordinated by the Designated Safeguarding Lead with the alternates and the Business Manager (where appropriate).

Supporting other pupils

There has been the introduction of support@walkwoodms.worcs.sch.uk for parents and pupils to email directly if they are concerned or worried about anything. Additionally, Pastoral Managers will be contacting pupils via email and parents will be able to email in direct to their child's pastoral manager using the following email addresses:

abberleypastoral@walkwoodms.worcs.sch.uk

bredonpastoral@walkwoodms.worcs.sch.uk

cleevpastoral@walkwoodms.worcs.sch.uk

malvernpastoral@walkwoodms.worcs.sch.uk

Regular emails to be sent out containing information on mental health, physical health, online safety and other relevant wellbeing issues. That email will always include a reminder of the support@walkwoodms.worcs.sch.uk email address.

Weekly 'assembly' from the Principal in lieu of a regular assembly will be sent to all pupils' school email addresses and also to all parents and carers. Tutor time 'chats' will be arranged via Teams.

Online safety

Online safety advice will be sent out to all parents and carers within the weekly wellbeing email. If parents have any concerns regarding their child's online safety they can contact the Designated Safeguarding Lead and Alternate Safeguarding Lead via the support@walkwoodms.worcs.sch.uk email address where these concerns will be responded to and recorded on EduKey.

- [Thinkyouknow](#) (advice from the National Crime Agency to stay safe online)
- [Internet matters](#) (support for parents and carers to keep their children safe online)
- [Parent info](#) (support for parents and carers to keep their children safe online)
- [LGfL](#) (support for parents and carers to keep their children safe online)
- [Net-aware](#) (support for parents and careers from the NSPCC)



Appendix 1: Key Personnel

Acting Chair of Governors &
Safeguarding Governor: Mrs Amanda Lawler
Designated Safeguarding Lead: Mr Simon West
Alternate Designated Safeguarding Leads: Mrs Gemma McKenna
Mrs Laura Monfardini
Rev Clive Leach
Prevent Lead: Mr Simon West
Child Sexual Exploitation Lead: Mrs Gemma McKenna

Family Front Door: **01905 822666** (core working hours)
Out of hours or at weekends: **01905 768020**

LADO (Local Authority Designated Officer) 01905 846221

To submit an online Cause for Concern notification log onto:
www.worcestershire.gov.uk/

<http://www.worcestershire.gov.uk/areyouworriedaboutachild>

