

Child protection and safeguarding: COVID-19 addendum

Walton Nursery & Early years Centre



Approved by: Lyndsey Murphy **Date:** 15.01.2021

Last reviewed on:

Next review due by: 14.06.2021

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Important contacts

ROLE	NAME	CONTACT DETAILS
Designated safeguarding lead (DSL)	Louise Kelly	Louise.kelly@ambtiocareandeducation.co.uk 0151 294 4899 07541688215
Deputy DSL	Mary Forshaw	Mary.forshaw@ambtioeducation.co.uk 0151 294 5188
Designated member of senior leadership team if DSL (and deputy) can't be on site	Lyndsey Murphy	Lyndsey.murphy@ambtioeducation.co.uk 0151 294 4899 07767165558
Principal	Lyndsey Murphy	Lyndsey.murphy@ambtioeducation.co.uk 0151 294 4899 07767165558
Local authority designated officer (LADO)	Ray Said	07841727309

1. Scope and definitions

This addendum applies from the start of the autumn term 2020. It reflects updated advice from our local safeguarding partner and local authority (LA) Liverpool City Council.

It sets out changes to our normal child protection policy in light of coronavirus, and should be read in conjunction with that policy. Unless covered here, our normal child protection policy continues to apply.

This addendum is subject to change, in response to any new or updated guidance the government may publish. We will keep it under review as set out in section 15 below.

In this addendum, where we refer to measures to protect pupils who are at home, this means those who are learning at home for reasons to do with coronavirus – for example, due to clinical and/or public health advice, such as if there's a local lockdown or if they need to self-isolate.

In this addendum, where we refer to vulnerable children, this means those who:

- › Are assessed as being in need, including children:
 - With a child protection plan
 - With a child in need plan
 - Looked after by the local authority
- › Have an education, health and care (EHC) plan
- › Have been assessed as otherwise vulnerable by educational providers or LAs, for example those who are:
 - On the edge of receiving support from children's social care service.

2. Core safeguarding principles

We will follow the statutory safeguarding guidance, [Keeping Children Safe in Education](#).

We will always have regard for these important safeguarding principles:

- › The best interests of children must come first
- › If anyone has a safeguarding concern about any child, they should act on it immediately
- › A designated safeguarding lead (DSL) or deputy should be available at all times (see section 4 for details of our arrangements)
- › It's essential that unsuitable people don't enter the school workforce or gain access to children
- › Children should continue to be protected when they are online

3. 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, both for children at school and those at home.

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.

4. DSL (and deputy) arrangements

We aim to have a trained DSL or deputy DSL on site wherever possible. Details of all important contacts are listed in the 'Important contacts' section at the start of this addendum.

If our DSL (or deputy) can't be on site, they can be contacted remotely by phone 07541688215 or email louise.kelly@ambitocareandeducation.co.uk

On occasions where there is no DSL or deputy on site, a senior leader will take responsibility for co-ordinating safeguarding. This will be Lyndsey Murphy. You can contact them by email – Lyndsey.murphy@ambitoeducation.co.uk

The senior leader will be responsible for liaising with our off-site DSL (or deputy) to make sure they (the senior leader) can:

- › Identify the most vulnerable children in nursery.
- › Update and manage access to child protection files, where necessary
- › Liaise with children's social workers where they need access to children in need and/or to carry out statutory assessments

5. Working with other agencies

We will continue to work with children's social care, for looked-after and previously looked-after children, and with any other relevant safeguarding and welfare partners, to help keep children safe.

We will continue to update this addendum where necessary, to reflect any updated guidance from:

- › Our local safeguarding partner.
- › The local authority, 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

6. Monitoring attendance

We will resume taking our attendance register. We will also follow [guidance](#) from the Department for Education on how to record attendance and what data to submit.

Where any child we expect to attend Nursery doesn't attend, or stops attending, we will:

- › Follow up on their absence with their parents or carers, by contacting via phone, email, and letter.
- › Notify their social worker, where they have one

We will make arrangements with parents and carers to make sure we have up-to-date emergency contact details, and additional contact details where possible. This will be done via emails, paper copies.

7. Peer-on-peer abuse

We will continue to follow the principles set out in part 5 of Keeping Children Safe in Education when managing reports and supporting victims of peer-on-peer abuse.

Staff should continue to act on any concerns they have immediately – about both children attending school and those at home.

8. Concerns about a staff member, supply teacher or volunteer

We will continue to follow the principles set out in part 4 of Keeping Children Safe in Education.

Staff should continue to act on any concerns they have immediately – whether those concerns are about staff/supply teachers/volunteers working on site or remotely.

[Note any changes to your procedures, e.g. who to contact about concerns or allegations, details of the local authority designated officer, how investigations will be carried out.]

We will continue to refer adults who have harmed or pose a risk of harm to a child or vulnerable adult to the Disclosure and Barring Service (DBS).

We will continue to refer potential cases of teacher misconduct to the Teaching Regulation Agency. We will do this using the email address Misconduct.Teacher@education.gov.uk for the duration of the COVID-19 period, in line with government guidance.

9. Contact plans

We have contact plans for children with a social worker, and other children who we have safeguarding concerns about, for circumstances where the child is at home.

Each child has an individual plan, which sets out,

- › How often the nursery will make contact – this will be at least once a week
- › Which staff member(s) will make contact – as far as possible, this will be staff who know the family well
- › How staff will make contact – this will be over the phone, doorstep visits, or a combination of both

We have agreed these plans with children's social care where relevant, and will review them every three months

If we can't make contact, we will contact children's social care.

10. Safeguarding all children

Staff and volunteers are aware that this difficult time potentially puts all children at greater risk.

Staff and volunteers will continue to be alert to any signs of abuse, or effects on children's' mental health that are also safeguarding concerns, and act on concerns immediately in line with the standard reporting procedures.

10.1 Children returning to Nursery

The DSL (or deputy) will do all they reasonably can to find out from parents and carers whether there have been any changes regarding welfare, health and wellbeing that they should be aware of before children return.

The DSL (and deputy) will be given time to support staff and children regarding new concerns (and referrals as appropriate) as children return to nursery.

Staff and volunteers will be alert to any new safeguarding concerns as they see children in person.

10.2 Children at home

The nursery will maintain contact with children who are at home. They will use nursery phones and devices to make calls home. Or, if necessary, they will use personal phones but they will withhold their personal number.

- › No contact from children or families
- › Seeming more withdrawn during the nursery session.

11. Online safety

11.1 In Nursery

We will continue to have appropriate filtering and monitoring systems in place in Nursery. This will be done by a member off the SLT carrying out weekly checks, checking apps, passwords and usage. Children will be supervised at all times using the Ipads.

11.2 Outside Nursery

Staff will not interact with Children outside nursery online.

11.3 Working with parents and carers

We will make sure parents and carers:

- › Are aware of the potential risks to children online and the importance of staying safe online
- › Know where else they can go for support to keep their children safe online

We will do this by emailing links to parents about online safety and websites they can access.

12. Mental health

12.1 Children returning to Nursery

Staff and volunteers will be aware of the possible effects that this period may have had on children's mental health. They will look out for behavioural signs, including children being fearful, withdrawn, aggressive, oppositional or excessively clingy, to help identify where support may be needed.

12.2 Children at home

We will also signpost parents/carers and staff to other resources to support good mental health at this time.

When setting expectations for children's home learning and not attending nursery, teachers will bear in mind the potential impact of the current situation on both children's and adults' mental health.

13. Staff and volunteer recruitment

We continue to recognise the importance of robust safer recruitment procedures, so that staff and volunteers who work in our nursery are safe to work with children.

We will continue to follow our safer recruitment procedures.

When carrying out DBS checks and right to work checks, we will follow the latest guidance from the DBS, Home Office and Immigration Enforcement as appropriate (for example, with regards to the process for verifying documents). We will inform candidates about the intended process as soon as reasonably practicable.

We will continue to do our usual checks on new volunteers, and do risk assessments to decide whether volunteers who aren't in regulated activity should have an enhanced DBS check.

14. Safeguarding induction and training

We will make sure staff and volunteers are aware of changes to our procedures and local arrangements.

New staff and volunteers will continue to receive a safeguarding induction.

15. Monitoring arrangements

This policy will be reviewed as guidance from our local safeguarding partner and the LA is updated, and as a minimum of every 3-4 weeks by our Designated Safeguarding lead Louise Kelly.

16. Links with other policies

This policy links to the following policies and procedures:

- Child protection policy
- Staff code of conduct
- IT acceptable use policy
- Health and safety policy
- Online safety policy
- Whistleblowing