

## **Addendum to SAF001 Safeguarding for All Policy– COVID-19 Arrangements**

### **Introduction**

There have been significant changes within our setting and within the UK in response to the outbreak of COVID-19.

This revised addendum to the Inspire Education Group (IEG) Safeguarding for All Policy contains details of our individual safeguarding arrangements if closure is required due to local lockdown. This addendum is to protect all children and young people, whether attending an IEG setting, nursery provision or remaining at home.

The IEG is committed to ensuring the safety and wellbeing of all its learners and will ensure compliance with Keeping Children Safe in Education (KCSiE) 2020 which remains in force throughout the response to COVID-19.

The following safeguarding principles therefore remain unchanged:

- The best interests of children and young people must always continue to come first
- If anyone in an IEG setting has a safeguarding concern about any child or young person they should continue to act and act immediately
- A DSL or deputy should be available
- It is essential that unsuitable people are not allowed to enter the children’s workforce and/or gain access to children
- Children and young people should continue to be protected when they are online

The pressures on children, young people and their families currently are significant. There will be heightened awareness of family pressures for a variety of reasons including having to stay within the household, transitioning to and from education and early year’s provision and through financial hardship or health and anxiety. We recognise that the IEG provision is a protective factor for our children and learners and that the changing circumstances can affect their mental health and wellbeing and that of their parents/carers. Teachers within the IEG will respect this in planning learning expectations and setting work for learners whilst at home.

### **Scope**

#### **Vulnerable Children**

Vulnerable children and adults include:

- Those who have a social worker and those up to the age of 25 with Education, Health and Care Plans (EHCP).
- 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’s Act 1989.
- Those who have been assessed as otherwise vulnerable by educational providers or local authorities (including children’s social care services), and who could therefore benefit from continued attendance. This might include:
  - children and young people on the edge of receiving support from children’s social care services
  - adopted children

- those at risk of becoming ‘not in employment, education or training’ NEET,
- those living in temporary accommodation
- young carers
- others at the provider and local authority’s discretion

The IEG will continue to work with and support social workers to help protect vulnerable children and adults. This includes working with the Local Authority Virtual College Head (VSH) for looked-after and previously looked-after children. The lead person for this will be:

Kelly Mee, Welfare Advisor- Peterborough College
Lauren Barker, Deputy Safeguarding Officer - Stamford College

Where parents are concerned about the risk of the child or young person contracting COVID-19, the IEG identified person for each setting or the Social Worker will talk through these anxieties with the parent/carer following the advice set out by Department for Education (DfE) /Public Health England (PHE) /Local Health Protection Team (LHP).

For children and their parents/carers in the college Nursery provision, the Nursery Manager and Deputy will lead on all arrangements.

The IEG has identified the most vulnerable learners and individual arrangements will be made with learners who have an attached social worker and those with an EHCP as follows:

**For those subject to a Child Protection Plan and Child In Need Plan, and who have an allocated social worker:** contact will be made on a weekly basis with these children and learners in agreement with family and social worker and more frequently, if required.

**For those who are Looked after Children and recent Care Leavers:** contact daily, weekly or twice weekly as agreed with the learner, carer and social worker. All those with an Electronic Personal Education Plan (EPEP) will continue as scheduled with the local authority via remote access.

**For those with an EHCP:** Regular contact will be maintained as agreed with the learner and parents/carers. Support can be delivered through individual arrangements based on curriculum activity. Annual reviews of EHCP’s will be carried out remotely in line with statutory requirements in accordance with the relevant local authority.

Contact will be made remotely through telephone calls/ email, google classrooms or other appropriate methods.

To support the above, the IEG will, when communicating with parents/carers confirm emergency contact numbers are correct and ask for any additional emergency contact numbers where they are available.

### Key contacts

<p><b>Designated Safeguarding Lead (DSL) - Stamford Campus</b>  Sarah Young - Vice Principal - Curriculum &amp; Quality  Tel: 01780 484300 ext. 506, email: <a href="mailto:safeguarding@stamford.ac.uk">safeguarding@stamford.ac.uk</a></p>
<p><b>Designated Safeguarding Lead (DSL) - Peterborough Campus</b>  Laila Bentley – Executive Director Student Services  Tel:01733 762278, email: <a href="mailto:safeguarding@peterborough.ac.uk">safeguarding@peterborough.ac.uk</a></p>

### SAFEGUARDING TEAM - PETERBOROUGH CAMPUS

Role	Name	Contact number	Email
<b>Deputy Designated Safeguarding Lead (DDSL)</b> Wellbeing and Engagement Manager	Melissa Gauntlett	07784 362515	<a href="mailto:Melissa.gauntlett@peterborough.ac.uk">Melissa.gauntlett@peterborough.ac.uk</a>
Safeguarding Team member (Job Smart)	Marc Stewart		<a href="mailto:Marc.stewart@peterborough.ac.uk">Marc.stewart@peterborough.ac.uk</a>
Safeguarding Team member (Job Smart)	Tracey Unwin		<a href="mailto:Tracey.unwin@peterborough.ac.uk">Tracey.unwin@peterborough.ac.uk</a>
Safeguarding Team member (Health and Wellbeing Advisor)	Charlotte Judge	07515 188343	<a href="mailto:Charlotte.judge@peterborough.ac.uk">Charlotte.judge@peterborough.ac.uk</a>
Safeguarding Team member (Inclusive Learning)	Emily Quinn		<a href="mailto:Emily.quinn@peterborough.ac.uk">Emily.quinn@peterborough.ac.uk</a>
Designated Safeguarding Lead (Nursery)	Brogan Rainey	07837 588261	<a href="mailto:brogan.rainey@peterborough.ac.uk">brogan.rainey@peterborough.ac.uk</a>
Designated Welfare – Looked After Students	Kelly Mee	07925 035884	<a href="mailto:Kelly.mee@peterborough.ac.uk">Kelly.mee@peterborough.ac.uk</a>
Safeguarding Advisor	Sam Callum	07542 226302	<a href="mailto:Sam.cullum@peterborough.ac.uk">Sam.cullum@peterborough.ac.uk</a>

### SAFEGUARDING TEAM - STAMFORD CAMPUS

Role	Name	Contact number	Email
Deputy Designated Safeguarding Lead (DDSL) Designated Welfare-Looked After Students (main campus)	Lauren Barker	07810 161010	<a href="mailto:lauren.barker@stamford.ac.uk">lauren.barker@stamford.ac.uk</a>
Student Services Manager/Deputy Designated Safeguarding Lead (DDSL)	Phil Smith	07825 392707	<a href="mailto:phil.smith@stamford.ac.uk">phil.smith@stamford.ac.uk</a>
Safeguarding Officer (Inclusive Learning)	Beverley Peasgood	07944 650357	<a href="mailto:beverley.peasgood@stamford.ac.uk">beverley.peasgood@stamford.ac.uk</a>

There is a trained DSL available for all remote activity with a daily rota in place. The IEG will always endeavour to have a trained DSL (or deputy) available on site. Where this is not possible, a trained DSL (or deputy) will be available to be contacted via phone or email.

It is important that all IEG staff and volunteers have access to a trained DSL (or deputy).

#### **Attendance Monitoring**

The IEG will continue to complete the online Educational Setting Status form which gives the Department for Education daily updates on how many learners are attending. <https://www.gov.uk/government/publications/coronavirus-covid-19-attendance-recording-for-educational-settings>.

For any non-attendance that is expected, the appropriate contacts will be made in line with normal attendance procedures. The IEG will continue to inform Children's Social Care if a child or student with a social worker does not attend.

## **Procedure**

### **Reporting a concern**

Where staff have a concern about a child or student, they should continue to follow the process outlined in the IEG Safeguarding for All Policy. Each IEG setting will use their MIS recording system, which staff can access at home.

Staff are reminded of the need to report any concern immediately and without delay.

Where staff are concerned about an adult working with children or learners as part of college remote working, they should report the concern according to the IEG Safeguarding for All Policy.

### **Safer Recruitment/Volunteers and Movement of Staff**

It remains essential that people who are unsuitable are not allowed to enter the children's workforce or gain access to children and learners. When recruiting new staff, the IEG will continue to follow the relevant safer recruitment processes, including, as appropriate, relevant sections in part 3 of KCSiE 2020

In response to COVID-19, the Disclosure and Barring Service (DBS) has made changes to its guidance on standard and enhanced DBS ID checking to minimise the need for face-to-face contact.

If staff are deployed from another education or children's workforce setting the IEG will take into account the DfE supplementary guidance on safeguarding children and young people during the COVID-19 pandemic and will accept portability as long as the current employer confirms in writing that:

- The individual has been subject to an enhanced DBS and children's barred list check
- There are no known concerns about the individual's suitability to work with learners
- There is no ongoing disciplinary investigation relating to that individual

There is no requirement to obtain a new DBS check for returning staff who have continued to be employed but have not been working in regulated activity during closures. If for any reason there are concerns about an individual, new checks will be obtained in the usual way.

Where the college is utilising volunteers, the college will continue to follow the checking and risk assessment process as set out in paragraphs 183 to 188 of KCSiE. Under no circumstances will a volunteer who has not been checked be left unsupervised or allowed to work in regulated activity.

The IEG will continue to follow the legal duty to refer to the DBS anyone who has harmed or poses a risk of harm to a child or vulnerable adult. Full details can be found at paragraph 179 of KCSiE.

The IEG will continue to consider and make referrals to the Teaching Regulation Agency (TRA) as per paragraph 143 of KCSiE and the TRA's 'Teacher misconduct advice for making a referral.

During the COVID-19 period all referrals should be made by emailing [Misconduct.Teacher@education.gov.uk](mailto:Misconduct.Teacher@education.gov.uk)

Whilst acknowledging the challenge of the current national emergency, it is essential from a safeguarding perspective that any setting in the IEG is aware, on any given day, which staff/volunteers will be onsite, and that appropriate checks have been carried out, especially for anyone engaging in regulated activity. As such, the IEG will continue to keep the Single Central Record (SCR) up to date as outlined in paragraphs 164 to 171 in KCSIE.

## **Online Safety**

It is important that all staff who interact with learners, including online, continue to look out for signs that they may be at risk. Any such concerns should be dealt with in accordance with the IEG Safeguarding for All Policy and where appropriate, referrals should still be made to children's/adult social care and as required to the police.

Setting closures bring lots of challenges for both staff and parents, and both are increasingly looking to the benefits of technology to continue delivering some form of learning experience for children and young people.

As always, there are huge benefits to be gained from the appropriate use of technology and accessing learning resources whilst at home is a great example of this. However, parents (and teachers) need to be aware of the potential risks that go along with this. Guidance has been shared with staff around safe teaching and learning when working remotely.

The IEG will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements.

## **Supporting Remotely**

Where a child or learner about whom there have been concerns but not currently open to social care, or who would normally receive pastoral-type support whilst in an IEG setting, they will ensure that a robust communication plan is in place.

The IEG and respective safeguarding personnel will work closely with all stakeholders to maximise the effectiveness of any communication plan. This plan must be reviewed regularly and where concerns arise, the DSL will consider any referrals as appropriate. Where the IEG setting is unable to contact a learner/relevant contact in case of a Nursery child, about whom there have been concerns after a reasonable number of attempts, the DSL will seek further advice about safe and well checks.

## **Peer on Peer Abuse**

The IEG recognises that during the closure a revised process may be required for managing any report of such abuse and supporting victims.

Where the IEG receives a report of peer on peer abuse, they will follow the principles as set out in part 5 of KCSiE and of those outlined within the IEG Safeguarding for All Policy

The IEG will listen and work with the young person, parents/carers and any multi-agency partner required to ensure the safety and security of that young person.

Concerns and actions must be recorded and appropriate referrals made.

## Radicalisation

IEG staff have received training about Prevent. All IEG staff are aware of the need to treat concerns about radicalisation as safeguarding concerns, and immediately share them with their Designated Safeguarding Lead or deputies (DSLs) and continue to refer concerns about radicalisation to partner agencies, including Channel Panel which remains operational, in line with usual procedures.

The Prevent Lead is:

Laila Bentley, Executive Director Student Services- Peterborough College
--

Sarah Young, Vice Principal Curriculum and Quality- Stamford College
--

The Department for Education has also published information here on [prevent management support for schools and colleges](#).

## Return to Setting

The IEG is committed to ensuring the safety and wellbeing of all its learners.

The IEG will refer to the Government guidance for education and childcare settings on how to implement protective measures including social distancing: [implementing protective measures in education and childcare settings](#)

The IEG will continue to follow the advice from Public Health England on handwashing and other measures to limit the risk of spread of Covid-19.

The IEG will continue to be a safe space for all children and young people to attend and flourish. The IEG recognise that for some, the return to the setting after an extended period of time at home will be challenging and staff will support children and learners to adjust to the necessary changes to the setting environment and routines. Supporting individual wellbeing will be at the forefront of the IEG approach and all staff will seek to provide reassurance to children and learners as we manage the transition period. Staff will talk to the children and learners about the changes to the setting in an age appropriate manner, acknowledge and listen to their anxieties and provide support to understand the altered routines.

The IEG recognises that the current circumstances may adversely affect the mental health of children, learners and their parents. Staff have been briefed to look out for changes in behaviour or in a child's/learners emotional state, which could range from being excessively clingy, fearful, withdrawn or aggressive as more children and learners return to settings. As always, learner wellbeing is at the heart of the IEG work, and relevant staff will seek to provide appropriate support both in the setting and where required from specialist services.

The IEG recognises that for some, home may not be a safe space, and there may be those who are relieved to return to school. IEG staff have been reminded of the need to respond sensitively to children and learners differing experiences during the period of closure. Staff have been asked to be particularly vigilant, as more return, for signs and indicators that a child/learner may have experienced abuse or neglect. Staff have been trained about how to handle a disclosure, and understand that any safeguarding concerns, including those that relate to the period of closure, must be referred immediately to the Designated Safeguarding Lead (or deputies) in the usual way.

Prior to returning to the setting, learners, parents and carers will be asked to ensure that all personal details held by the IEG, such as emergency contact numbers are correct and ask for any additional emergency contact numbers where they are available. At this time, parents, carers and learners where appropriate will also be asked to advise if there are any changes regarding the child's/their welfare, health and wellbeing that the college should be aware of. Where the IEG is aware of

particular circumstances affecting a child/learner or family, such as bereavement, a relationship breakdown or an incident of domestic violence, this will be shared with staff on a need-to-know basis so that children or learners can be best supported.