



Background, context and publication of this annex

This Annex should be read alongside our current Safeguarding and Child Protection Policy (September 2020) which can be found here: <https://christchurchschool.co.uk/key-information/policies/>

This Annex has been written with reference to:

- Current DfE guidance for schools during the Coronavirus pandemic
E.g. <https://www.gov.uk/government/publications/coronavirus-covid-19-contingency-framework-for-education-and-childcare-settings>
- Keeping Children Safe in Education 2020
https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/912592/Keeping_children_safe_in_education_Sep_2020.pdf
- Camden Learning model safeguarding policy addendum (January 2021)

This Annex has been shared with all staff members and all governors via email and with all parents via email in the school newsletter. This Annex is also available on the school website: <https://christchurchschool.co.uk/key-information/policies/>

Further information and detail about our remote learning provision, expectations and responsibilities can be found in other school documents on our website, including

- Remote learning policy
- 'Important information for parents about our home learning'
- Guidance for home learning – dos and don'ts for parents and staff members
- Zoom sessions – information and expectations

Statutory Authority

The Provision of Remote Education, Temporary Continuity Direction, came into effect on 22nd October 2020, placing a legal duty on schools in England to provide remote education for statutory school-aged children who are unable to attend school due to coronavirus. This includes:

- whole year groups/schools being directed to stay at home for fully remote learning
- individuals or smaller groups self-isolating for fixed periods

Key principles

This policy sets out how we are guided by safeguarding policies and procedures aimed at protecting not just the young people in our care, but also ourselves as professionals.

During any period of school or class closure these key principles apply:

- the best interests of children must always continue to come first
- if anyone in school has a safeguarding concern about a child, they should act as they ordinarily would, immediately if the child is in danger
- the DSL or deputy DSL should be available. If not in school they should be contactable at all times and their details need to be shared with those in school
- unsuitable people must not be allowed to enter the children's workforce and/or gain access to children
- children should continue to be protected when they are online

Ongoing staff responsibilities

All staff members continue to have the same safeguarding responsibilities for keeping children safe, being alert to any signs of possible abuse and reporting any concerns. This applies equally to staff who are part of the rota for caring for children of critical workers/vulnerable children in school and staff who are working from home and communicating remotely with children and families. If a staff member believes that a child is in immediate risk of harm they should contact the police.

Availability of and contacting the Designated Safeguarding Lead (DSL) and Deputy DSL

DSL contacts continue to be:

DSL: Katy Forsdyke (head teacher)

Deputy DSL: Lewis Hollings (deputy head teacher)

Staff members can contact the DSL by phone or email for advice or to report any concerns. If the DSL is unavailable they should contact the Deputy DSL by phone or email. All staff members have been supplied with contact details. Parents or others can contact the DSL (or Deputy DSL) via the school's admin email address: admin@cchurchnw3.camden.sch.uk

In unusual circumstances, if staff members (or others) need to make a referral themselves they should contact the MASH (Multi Agency Safeguarding Hub team) as usual. Whistleblowing contacts numbers are also available below:

The MASH number for staff to gain safeguarding advice or make referrals is: **020 7974 3317**

Camden Council's confidential and independent help line for protected disclosure: **0800 734199**

Ofsted's whistle-blowing line: **0300 123 3155**

NSPCC whistle-blowing helpline: **0800 028 0285**

Working with other professionals and agencies

The school will continue to support children by working with other professionals, such as social workers and CAMHS workers, and other agencies such as the Virtual School for Looked After Children or Camden's Early Help services, during this period.

Keeping in contact with families, including 'vulnerable' children

Class teachers are responsible, in the first instance, for maintaining contact via email/google classroom/'keeping in touch' zoom sessions with all children (and families) throughout any period when school is closed. If class teachers are concerned that no contact has been had with a family for three consecutive school days they should alert the head teacher who, with the admin team, will endeavour to contact the family firstly via email and then by phone. If no contact has been made for five consecutive days, the head teacher will consider whether and when a referral to Camden's MASH team will be made in order to establish the welfare of the child.

Attendance at school each day is the best 'safety net' for many vulnerable children (and families). School/class closures remove this safety net for periods of time and we recognise we need to put in place systems to replicate this over this period. School staff have identified the more vulnerable families and children within our school community and have established and will maintain additional contact (via email and phone or through an offer of a place in our school group) throughout this period, including to offer support or contact with other agencies where needed. This group of more 'vulnerable' families may change over time.

If a child who is expected at school does not arrive on a particular day, staff members will follow usual follow-up procedures to contact the family and establish the welfare of the child.

Safer recruitment and reporting concerns about adults working with children

All safer recruitment practices, including up-to-date vetting and DBS checks, as set out in our Safeguarding and Child Protection Policy, still apply during any period of school/class closures.

Only adults for whom we hold full vetting checks and who are part of our usual school Single Central Record will be:

- part of the rota to supervise children of critical workers/vulnerable children in school
- able to contact families by email using school email addresses or receive emails from them.

At least two adults will be present in school at any one time to supervise the children of critical workers (however small the group of children) in order to protect staff members from potential allegations.

As usual, staff members should report any concerns about the behaviour of adults (whether they are working in school or working remotely) to the DSL immediately. Concerns about the behaviour of the head teacher (DSL) should continue to be reported to the Chair of Governors (governors@cchurchnw3.camden.sch.uk).

Professional boundaries

Staff should maintain professional boundaries with children and families at all times, including when communicating online and working remotely. Staff members are referred to the Guidance for Safer Working Practices Document

<https://www.saferrecruitmentconsortium.org/GSWP%20Sept%20202019.pdf>

<https://www.saferrecruitmentconsortium.org/GSWP%20COVID%20addendum%20April%202020%20final-2.pdf>

which the school has adopted and forms part of our staff code of conduct. This Guidance still applies during this period.

See also our 'Online and Home Learning Guidance' and 'Zoom expectations' for parents and staff members.

Social distancing, hygiene and cleaning

Staff members, children and parents still attending school are expected to follow the latest government guidance on social distancing in schools as far as is practical. <https://www.gov.uk/government/collections/guidance-for-schools-coronavirus-covid-19> This guidance has been summarised and shared with all staff working in school.

Good hygiene and cleaning practices, including supervised hand washing, and following current guidance for schools, also continue to be in place.

Support for mental health and well-being

The school recognises the possible impact of school closures (and the wider national situation) on the mental health and well-being of children, families and staff members. The school has been and will continue to be active in signposting all groups in the school community to sources of mental health and well-being support and in providing or facilitating one-to-one buddy support systems where this is necessary.

Implications for safeguarding for online and home learning

The school recognises the different challenges posed by online and home learning compared to usual teaching and learning in school, including the need for

- a greater emphasis on online safety learning for pupils, including awareness of online peer-on-peer abuse
- a greater vigilance of staff members for signs of stress in families and when and how to offer support

Additional information on delivery of remote learning

- Remote learning will only take place using systems approved by the headteacher/governing body.
- Staff expected to deliver remote learning will receive training in the correct use of the system.
- Staff will only use school-approved professional accounts with learners and/or parents/carers.
- Staff will not use personal accounts to communicate with learners and/or parents/carers
- Staff will use work-provided equipment where possible e.g. a school laptop, tablet or other mobile device. If this is not provided, clear expectations must be put in place in relation to safeguarding and data security when using personal devices e.g. using strong passwords, suitable levels of encryption, logging off or locking devices when not in use etc.
- Online contact with learners and/or parents/carers will not take place outside of the agreed operating times
- The use of educational resources will be in line with existing teaching and learning policies, with consideration made to licensing and copyright.
- The use of video and microphones in live sessions will be in line with agreed expectations (see our 'dos and don'ts' document and 'zoom information and expectations' for more information)

Updated 12.1.21