



# ST. ALBAN'S CATHOLIC VOLUNTARY ACADEMY

Newstead Avenue  
Chaddesden  
Derby  
DE21 6NU



Part of St Ralph Sherwin Multi Academy Trust



St Ralph  
Sherwin  
Catholic Multi Academy Trust

## Education Child Protection/Safeguarding Template Policy

### Addendum December 2020

Schools and Education Settings - The safeguarding arrangements for remote Learning and Summary of any key COVID-19 Mitigation Planning, safeguarding and child protection changes

Name of school/college: **St Alban's Catholic Voluntary Academy**

Addendum approved by:

Name	Role	Date
Kate Johnson	Acting Headteacher (DSL)	January 2021
Mathew Blurton	Acting Deputy Headteacher	January 2021
Patsy Wilson	DDSL	January 2021
Stuart Olivier	COG and Safeguarding Governor	January 2021
Date addendum published by the setting and made available on the website	25.01.21	

Addendum review dates and changes

Review date	By whom	Summary of changes made	Date implemented

Controlled upon completion

This addendum supports St Alban's CVA current child protection and safeguarding policy, 2020/21. It is part of a series of additional templates that have been issued in 2020 in line with COVID-19 mitigation planning and responses to safeguarding arrangements:

- April 2020, Addendum, Summary of any key COVID-19 Mitigation Planning, Safeguarding and Child Protection changes;
- June 2020, Annex A, The Safeguarding arrangements for the wider Opening of Education Settings to Children from June 1<sup>st</sup>.

This addendum is new information Schools/Colleges need to address to support the Safeguarding arrangements in their School/College to cover for example, recent guidance issued by the Government on Remote Learning and on Local Safeguarding Arrangements as the pandemic continues.

This Addendum also reflects any updated advice from Derby and Derbyshire Safeguarding Children Partnership and from Children's Social Care, Reporting Mechanisms, and updated and available support services.

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

All leaders and including Governors will ensure that they will also keep up to date with changing National and Local arrangements:

<https://www.gov.uk/coronavirus>

<https://schoolsnet.derbyshire.gov.uk/administration-services-and-support/coronavirus-information/coronavirus-information.aspx>

## **1. Vulnerable Children/reporting concerns**

We will help identify vulnerable children and especially those children who continue not to be in school and use the available services, support and referring in arrangements, with particular reference to:

- The Derby and Derbyshire Safeguarding Children Partnership briefing on safeguarding children at a time of significant demand from September 2020: Appendix 1.
- Community Health Advisors (Mental Health and Wellbeing):

<https://www.camhsnorthderbyshire.nhs.uk/specialist-community-advisors>

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<https://www.derbyshirehealthcareft.nhs.uk/services/childrens-mental-health-services-camhs-derby-and-southern-derbyshire/im-professional/specialist-community-advisors>

- The locality Early Help Team (Derby):

Cath Brannon : 01332 641074  
[cath.brannon@derby.gov.uk](mailto:cath.brannon@derby.gov.uk)

- The Transition Team, emerging needs (Derbyshire) 01629 536451

## **2. Maintaining contact**

During the partial school closure, two 'live sessions' take place daily for all children working from home. This is to ensure contact for safeguarding and wellbeing purposes. It supports social interaction, feedback related to tasks and academic progression as well as teaching inputs.

Registers are taken for 'Live sessions' for children working from home. If a child has not attended both sessions in one day, the class teacher will contact parents over dojo that day. If no contact is made or there are any concerns, a DSL or member of the senior leadership team will phone parents.

Children's work is set over MS Teams and can be submitted through Class Dojo Portfolios, Century or Teams. The engagement of work is monitored and any children not accessing the work set will be contacted by class teachers / TAs initially either through Class Dojo or a phone call and if necessary this will be followed up by a member of the Senior Leadership Team.

Usual attendance procedures apply for children working from home. Parents are aware of the need to inform school by phoning the school office if their child is unwell.

All vulnerable children working from home will receive a weekly welfare call from class teachers or teaching assistants and in addition a fortnightly welfare call from either the SENCO, DSL, DHT or HT.

All CIN and CP children attend school. If they are absent, phone calls are made home as early in the morning as possible and if there are any concerns, a doorstep home visit with two members of staff will take place. Social care contact will be informed and information recorded on CPOMs.

Additional cover provided to enable a DSL to be out of class to increase the pastoral provision in place.

Individual risk assessments are in place and updated for children with EHCPs and those on CP or CIN plans.

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### 3. Designated Safeguarding Lead (and Deputy) Arrangements

Either the DSL or DDSL will be on the school site each day. In case of isolation, they are able to work from home remotely and make use of CPOMs and MS Teams.

- Name of Designated Safeguarding Lead: *Kate Johnson - Headteacher*
  - Contact details: [safeguarding@stalbans.derby.sch.uk](mailto:safeguarding@stalbans.derby.sch.uk) 01332 673823
- Name/s of deputy Designated Safeguarding Lead: *Patsy Wilson- Learning Mentor*
  - Contact details: [safeguarding@stalbans.derby.sch.uk](mailto:safeguarding@stalbans.derby.sch.uk) 01332 673823
- Other staff with safeguarding responsibilities: *Matthew Blurton – Deputy Headteacher*
  - Contact details: [admin@stalbans.derby.sch.uk](mailto:admin@stalbans.derby.sch.uk) 01332 673823
  - Name of Designated Safeguarding Governor/Trustee: Stuart Olivier
  - Contact details: [solivier@dsa.srscmat.co.uk](mailto:solivier@dsa.srscmat.co.uk)
- Name of Designated Teacher for Looked After /previously Looked After Children:
  - *Kate Johnson - Headteacher*
    - [safeguarding@stalbans.derby.sch.uk](mailto:safeguarding@stalbans.derby.sch.uk) 01332673823
- Designated Lead/s for Mental Health and Well-being: Kate Johnson, Jayne James
  - Contact details: [admin@stalbans.derby.sch.uk](mailto:admin@stalbans.derby.sch.uk) 01332673823

### 4. Children with a Social Worker

We expect that our vulnerable children who have a social worker and children with an EHCP will attend our school so long as they do not have underlying health conditions that put them at severe risk.

Where a parent/carer does not want to bring their child to an education setting, and their child is considered vulnerable, we will agree with the Social Worker who will explore the reasons for this directly with the parent and wherever possible encourage attendance. This will include children with EHCP plans and we will liaise with the SEND Team. Any discussions will be communicated to the Social Worker.

If we must close our provision and we have children attending with a Social Worker, we will liaise with other provision in our area to see if they are open and if the child/ren can attend. We will then update the Social Worker and use contingency arrangements for information sharing and recording whilst the child is in the alternative setting.

We will ensure where possible that we have joint discussions with the Social Worker around reasons for any non-attendance and the risk this poses to the safeguarding and welfare of the DDSCP, Derbyshire Safeguarding Education Sub Committee/Derby Education Hub

December 2020

Controlled upon completion

child. Through this discussion we can plan any next steps to try and ensure the welfare of the child.

## **5. Home Educated Children**

When parents/carers are considering Home Education and or have taken a decision to remove the child from our roll, we encourage an open line of communication and will arrange a discussion with the family. In doing this we will inform them of their legal duties and that they will be expected to provide a full-time suitable education. We will also explain that as part of the procedure for wanting to pursue Home Education, we will notify the Local Authority of their decision and the Local Authority will need to make further enquiries directly with them.

If this decision relates to COVID-19 and there are concerns about the physical or mental health of the child or other family member, we will try and continue to offer reassurances about the measures we have taken to protect their health and wellbeing.

The DfE has published advice for parents/carers considering Elective Home Education (EHE). It sets out clearly, the implications of withdrawing children from school for the purposes of home education. We will in our discussion with parents/carers hand out information and provide this link where the option of EHE is explored:

<https://www.gov.uk/government/publications/elective-home-education>

We will also provide additional information found here:

<https://www.derbyshire.gov.uk/education/elective-home-education/elective-home-education.aspx>

## **6. Remote Learning**

St Alban's CVA is operating a mixture of In-School and Home Learning. If any of our children and their families need to self-isolate, for example, we will need to make provision to teach them remotely. In teaching face to face or in a virtual classroom it is important that we take steps to ensure children are protected.

Safeguarding and Child Protection remains as important in this environment as anywhere else, and St Alban's CVA will apply the School's Safeguarding Guidance to Remote Learning, just as they would to classroom working. Staff who become aware of any Child Protection concerns will continue to follow the school's safeguarding procedures and the local Derby and Derbyshire Childrens Safeguarding Procedures.

When staff work remotely, we will ensure that the School's Child Protection and Safeguarding Policy is adhered to, and the Managing Allegations Against Staff, Carers and Volunteers policy is followed.

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Updated National Guidance provided by the DfE can be found on the following link:

<https://www.gov.uk/guidance/safeguarding-and-remote-education-during-coronavirus-covid-19#virtual-lessons-and-live-streaming>

Derbyshire County Council's 'Education Data Hub' has published advice for Schools/Colleges on remote learning, November 2020, which is available on the following page:

<https://schoolsnet.derbyshire.gov.uk/administration-services-and-support/coronavirus-information/information-and-advice-to-schools.aspx>

## **7. Monitoring Arrangements**

This addendum will be reviewed and updated as Guidance from the Local Safeguarding Partners, other relevant agencies or DfE is received, and as a minimum every 4 weeks by the DSL and DDSL.

At every review, it will be read and approved by the full governing board.

## Appendix 1.

Final 27/09/20

### Derby and Derbyshire Safeguarding Children Partnership Safeguarding our Children at a Time of Significant Demand

#### What Do We Know?

Between March and September 2020, many children and young people were not seen in their day care or school settings. We know that the lived experiences of children, young people and their families throughout the lockdown period may have been very different to normal; greater contact with family members and household pressures such as employment, financial concerns, home schooling and health, potentially contributing to an increase in domestic abuse and other concerns such as parental mental health and substance abuse and family breakdown. Children and young people are also likely to have had increased access to the internet, prompting concerns about an increase in online abuse and exploitation.

As children and young people begin to return to day care or school settings there is an understandable anxiety that significant concerns may come to light about their experiences over the last six months, and there is a need to ensure that children and families are able to access the appropriate level of help for their needs.

The messages from the data we have collected and analysed are clear; demand on all services will increase and all services must identify how they will respond, both individually and in coordination with other agencies

#### Responding to Emerging Concerns – Essential Questions to Ask

Circumstances for children and young people can be complex. Key to decision making will be your analysis of what you know and whether any new information which has been shared by the child, young person or about them raises specific concerns about abuse or neglect.

- Have you reviewed the threshold document and clarified all the information available to you, from your records and from your work with other agencies, to decide how serious the situation is for the child or young person?
- In all possible cases, have you discussed your concerns with the designated or named safeguarding lead in your organisation? This is an essential chance to reflect on what has been learnt and whether early help may be needed, or the situation is so serious that urgent action is required.
- If the situation does not require a referral to social care, what other services are available which could provide early and appropriate support?

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- What action can/should you/your agency take which is appropriate to the identified needs of the child and family, by reference to the Threshold Guidance (e.g. Early Help, direct action from your agency or working alongside another agency).

You can also use the specific sections of the DDSCP Safeguarding Children Procedures to guide you through the process of making a referral.

## Next Steps for Designated or Named Safeguarding Leads in all Agencies

Are you clear on:

- Your organisation's internal procedures for safeguarding children and young people? Do these meet the current situation and availability of support/advice services?
- Where to get help with Early Help assessments and what tools are available to inform your assessment (such as the Graded Care Profile)?
- Where to go for advice on supporting children and young people with specific issues such as concerns around mental health or exploitation?
- All the information available to you, from your records and from your work with other agencies and consideration of the threshold document? Have you reached a conclusion based on all this information to decide how serious the situation is, and that it meets the criteria for a referral?

Further information on numerous topics is available to help you on the DDSCP Website.

## Useful Contacts: Children's Social Care

### Area Referrals/front door Professional Advice

Derbyshire	01629 533190 (Starting Point)
Online referral	01629 535353 (8am – 6pm)
<b>Derby</b>	<b>01332 641172 (First Response)</b>
<b>Online referral</b>	<b>07812 300329 (10am – 4pm)</b>

### Early Help:

Area	Telephone number
<b>Derby (Cath Brannon)</b>	01332 641074
High Peak & Dales	01629 531232 (Glossop) 01629 533502 (Buxton)
North East & Bolsover	01629 533623 or 01629 537398
Chesterfield	01629 533557
Amber Valley	01629 533640 or 01629 533212
Erewash	01629 537820 or 01629 531576
South Derbyshire & Dales	01629 532617

### CAMHS Telephone number

Chesterfield and North Derbyshire	01246 514412
High Peak and Derbyshire Dales	01298 72445
CAHMS Derby and South Derbyshire	0300 7900264