

COVID-19 arrangements for Safeguarding and Child Protection

Policy owner: Paul Smith
Date: 31/03/2020
Date shared with governors:
Date shared with staff:

This policy is in line with DFE guidance: <https://www.gov.uk/government/publications/covid-19-safeguarding-in-schools-colleges-and-other-providers/coronavirus-covid-19-safeguarding-in-schools-colleges-and-other-providers>

1. Context

From 20th March 2020 parents were asked to keep their children at home, wherever possible, and for schools and colleges were advised to remain open only for those children of workers critical to the COVID-19 response - who absolutely need to attend.

Schools and all childcare providers were asked to provide care for a limited number of children - children who are vulnerable, and children whose parents are critical to the COVID-19 response and cannot be safely cared for at home.

This addendum of the Sandwell College Child Protection/Safeguarding policy contains details of our individual safeguarding arrangements in the following areas:

1. **Context**.....
2. **Key contacts**
3. **Vulnerable children**.....
4. **Attendance monitoring**.....
5. **Designated Safeguarding Lead**.....
6. **Reporting a concern**.....
7. **Safeguarding Training and induction**
8. **Safer recruitment/volunteers and movement of staff**
9. **Online safety in schools and colleges**.....
10. **Children and online safety away from school and college**.....
11. **Supporting children not in college**
12. **Supporting children in college**
13. **Peer on Peer abuse**.....

2. Key contacts

Role	Name	Phone	Email
Designated Safeguarding Lead (DSL) All Campuses	Paul Smith	0121 667 5101	Paul.smith@sandwell.ac.uk
Deputy Designated safeguarding lead (DDSL) (Central Campus & St Michaels)	Ann Hay	0121 667 5101	Ann Hay@sandwell.ac.uk
Deputy Designated safeguarding lead (DDSL) (Cadbury)	Amie Banford		Amie.banford@sandwell.ac.uk
Leadership Team	SMT		Leadership@sandwell.ac.uk

3. Vulnerable children

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 (deemed a 'Child in Need').

Those with an EHC plan will be risk-assessed in consultation with the Local Authority and parents, to decide what support they will need to complete their college course remotely. 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 college meals in and of itself should not be the determining factor in assessing vulnerability.

Senior college leaders, especially the Designated Safeguarding Lead (and deputies) know who our most vulnerable children are. They have the flexibility to offer a place to those on the edge of receiving children's social care support.

Sandwell College will continue to work with and support children's social workers to help protect vulnerable children. This includes working with and supporting children's social workers and the local authority virtual school head (VSH) for looked-after and previously looked-after children. The lead person for this will be Paul Smith working in partnership with other key members of staff.

The college has made it clear to all students that they can continue with the course work remotely to reduce the risk of COVID19.

We as a college will ensure that all professionals involved with these vulnerable children, (e.g. social workers, SEND case workers, LCSS, Early Help worker etc) are fully informed that all students will be supported remotely.

4. Attendance monitoring

Local authorities and education settings do not need to complete their usual day-to-day attendance processes to follow up on non-completion of course work.

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

5. Designated Safeguarding Lead

Sandwell College has a Designated Safeguarding Lead (DSL) and a Deputy DSLs.

The Designated Safeguarding Lead is Paul Smith

The Deputy Designated Safeguarding Lead is Ann Hay (Central Campus/Central St Micheal's) and Amie Banford (Cadbury Sixth Form)

A member of the DSL team will always be available during college hours to be contacted via phone or online video.

This might include liaising with the offsite DSL (or deputy) and as required liaising with children's social workers where they require access to children in need and/or to carry out statutory assessments at the school or college.

It is important that all our staff and volunteers have access to a trained DSL (or deputy) and all staff are aware of how to contact Safeguarding and how to speak to them.

The DSL (and/or deputies) will continue to engage with social workers, and attend all multi-agency meetings, which can be done remotely.

6. Reporting a concern

Where staff have a concern about a child, they should continue to follow the process outlined in the college Safeguarding Policy, this includes making a report via Pro-Monitor which can be completed remotely.

In the unlikely event that a member of staff cannot access our normal reporting systems from home, they should email the Designated Safeguarding Lead. This will ensure that the concern is received.

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

Where staff are concerned about an adult working with children in the college, they should continue to follow our normal procedures and alert the Designated Safeguarding Lead immediately. The DSL will follow normal allegation management procedures as detailed in Keeping Children Safe in Education and liaise with the Local Authority Designated Officer, as detailed in our main policy.

7. Safeguarding Training and induction

Both the Birmingham and Sandwell Children Trust (s) have suspended all DSL training and it is very unlikely to take place whilst there remains a threat of the COVID 19 virus.

For the period COVID-19 measures are in place, a DSL (or deputy) who has been trained will continue to be classed as a trained DSL (or deputy) even if they miss their refresher training.

All existing college staff have had safeguarding training and have read part one of Keeping Children Safe in Education (2019). The Senior Leadership Team should communicate with staff any new local arrangements, so they know what to do if they are worried about a child.

Where new staff are recruited, or new volunteers enter our college, they will continue to be provided with a safeguarding induction.

If staff are deployed from another education or children's workforce setting to our College, we will take into account the DfE supplementary guidance on safeguarding children 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 children
- there is no ongoing disciplinary investigation relating to that individual

Upon arrival, they will be given a copy of the receiving setting's child protection policy, confirmation of local processes and confirmation of DSL arrangements.

8. 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. When recruiting new staff, Sandwell College will continue to follow the relevant safer recruitment processes for their setting, including, as appropriate, relevant sections in part 3 of Keeping Children Safe in Education (2019) (KCSIE).

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.

Where our College are utilising volunteers, we will continue to follow the checking and risk assessment process as set out in paragraphs 167 to 172 of KCSIE. Under no

circumstances will a volunteer who has not been checked be left unsupervised or allowed to work in regulated activity.

Sandwell College 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 163 of KCSIE, in line with advice from the LADO where appropriate.

Whilst acknowledging the challenge of the current National emergency, it is essential from a safeguarding perspective that any college is aware, on any given day, which staff/volunteers will be in the college, and that appropriate checks have been carried out, especially for anyone engaging in regulated activity. As such, Sandwell College will continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE.

9. Online safety in schools and colleges

Sandwell College will continue to provide a safe environment, including online. This includes the use of an online filtering system.

10. Children and online safety away from school and college

It is important that all staff who interact with children, including online, continue to look out for signs a child may be at risk. Any such concerns should be dealt with as per the Safeguarding and Child Protection Policy and where appropriate referrals should still be made to children's social care and as required, the police.

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

Below are some things to consider when delivering virtual lessons, especially where webcams are involved:

- Staff and children must wear suitable clothing, as should anyone else in the household.
- Any computers used should be in appropriate areas, for example, not in bedrooms; and the background should be blurred.
- The live class should be recorded so that if any issues were to arise, the video can be reviewed.
- Live classes should be kept to a reasonable length of time, or the streaming may prevent the family 'getting on' with their day.
- Language must be professional and appropriate, including any family members in the background.
- Staff must only use platforms provided by Sandwell College to communicate with pupils

- Staff should record, the length, time, date and attendance of any sessions held.

All staff at Sandwell College will be reminded of the following policies that cover this new way of working:

- Staff code of conduct (Professional Boundaries Policy)
- Acceptable users' policy
- Social media guidance

11. Supporting children not in college

Sandwell College is committed to ensuring the safety and wellbeing of all its Children and Young people.

Where the DSL/Student Services has identified a child to be on the edge of social care support, or who would normally receive pastoral-type support in college, they should ensure that a robust communication plan is in place for that child or young person.

The communication plans can include; remote contact, phone contact, door-step visits. Other individualised contact methods should be considered and recorded on Pro-Monitor

Sandwell College will work closely with all stakeholders to maximise the effectiveness of any communication plan.

This plan must be reviewed regularly (at least once a fortnight) and where concerns arise, the DSL will consider any referrals as appropriate.

The college will share safeguarding messages on its website and social media pages.

Sandwell College recognises that college is a protective factor for children and young people, and the current circumstances, can affect the mental health of pupils and their parents/carers.

Staff at our college need to be aware of this in setting expectations of students work where they are at home.

12. Supporting children in Sandwell College

Sandwell College is committed to ensuring the safety and wellbeing of all its students.

Sandwell College will continue to be a safe space for all children to attend and flourish.

Sandwell College will refer to the Government guidance for education and childcare settings on how to implement social distancing and continue to follow the advice from Public Health England on handwashing and other measures to limit the risk of spread of COVID19.

13. Peer on Peer Abuse

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

Where a school/college 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 of the Child Protection Policy.

The college 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.

All staff will be sent this additional policy to read and to will sign to say they have read and understood the content.

If staff are working from home they will be asked to email confirming the above.