

**STOCKPORT GRAMMAR SCHOOL**  
**SAFEGUARDING POLICY**

**APPENDIX 8**

**Interim Safeguarding Arrangements During School Closure due to Coronavirus**

**Context**

Whilst acknowledging the pressure that all schools and colleges are under as a result of the required responses to addressing coronavirus (COVID-19), we understand it remains essential that we continue to be a safe place for pupils.

This guidance is designed to support us a whole school community to ensure we continue to have appropriate regard to Keeping Children Safe in Education (KCSIE 2019) and promote the welfare of all our pupils.

The way schools and colleges are currently operating in response to coronavirus (COVID-19) is fundamentally different to business as usual, however, a number of important safeguarding principles remain the same:

- With regard to safeguarding, the best interests of children must always continue to come first.
- If anyone in a school or college has a safeguarding concern about any child they should continue to act immediately in line with existing expectations.
- A Designated Safeguarding Lead (DSL) or deputy (DDSL) must be available.
- Safer working practices must be maintained - it is essential that unsuitable people are not allowed to enter the children's workforce and/or gain access to children.
- Children should continue to be safeguarded when they are online.

Schools are being asked to continue to provide care for a limited number of children:

- Children who are vulnerable.
- Children whose parents/carers are critical to the COVID-19 response (keyworkers) and cannot be safely cared for at home.

Vulnerable children include those who are supported by social care (have a social worker) including pupils on child in need plans, pupils on child protection plans and 'looked after' children, and also young carers, disabled children and those with education, health and care plans (EHCP).

As well as safeguarding those children who are attending our setting, thought must be given as to how we safeguard those children at home who are also deemed to be vulnerable. Safeguarding principles remain unchanged. How we escalate and manage them is communicated here and will be shared with all governors and staff to ensure they are understood by the whole school community. This document is an appendix to our more detailed Safeguarding Policy which still contains relevant details and information on recognising and responding to abuse and continues to be a source of reference.

As a school and in line with guidance from the Department for Education (DfE) we are committed to working in partnership with Stockport Local Authority and Stockport Safeguarding Children Partnership and, where families reside outside Stockport, with other Local Authorities and Safeguarding Children Partnerships. Safeguarding and promoting the welfare of children is everyone's responsibility. Everyone who comes into contact with children and their families has a role to play. In order to fulfil this responsibility effectively, all should make sure their approach remains child-centred. This means that they should consider, at all times, what is in the best interests of the child. We work in a multi-agency way understanding no single professional can have a full picture of a child's needs and circumstances. If children and families are to receive the right help at the right time, everyone who comes into contact with them has a role to play in identifying concerns, sharing information and taking prompt action.

We will ensure that a Designated Safeguarding Lead (DSL) or Deputy Designated Safeguarding Lead (DDSL) is available to support staff where they have concerns about a child.

This includes:

- Children attending the setting.
- Those children and their families being contacted by school staff as part of a support package.
- Children who cause concern through other contact or interactions with staff e.g. through remote learning.

Where we believe a child is at risk of significant harm or danger, the DSL or DDSL will refer our concerns (by **phone** in the first instance) to Children's Social Care, as described in our full Safeguarding Policy.

Child protection referrals to the **Stockport Multi-agency Safeguarding and Support Hub** (MASSH) will be made **via phone. The online referral will not be operating from 30.03.2020 until further notice. All referrals should be made by phone.** Child protection referrals to other Local Authorities will be made following their current procedures.

## 1 Reporting a concern

Stockport Grammar School recognises that our pupils may face challenges and be exposed to risks whilst away from school for this extended period. School staff will still have contact with pupils, and will offer support, advice and guidance, applying the principles of the school environment to offer suitable pastoral support. Everyone has a role to play and we expect staff to be vigilant in their interactions with pupils.

Where staff have a concern about a child, they should continue to follow the process outlined in the school Safeguarding Policy and contact:

In the Senior School: the Designated Safeguarding Lead (DSL), Mrs White, by email on [whitej@stockportgrammar.co.uk](mailto:whitej@stockportgrammar.co.uk) and copy in the Deputy Designated Safeguarding Leads (DDSLs) to ensure the concern is received. The DDSLs are Mrs Lawson [lawsonh@stockportgrammar.co.uk](mailto:lawsonh@stockportgrammar.co.uk) Mrs Smith [smithj@stockportgrammar.co.uk](mailto:smithj@stockportgrammar.co.uk) and Mr Stone [stonedj@stockportgrammar.co.uk](mailto:stonedj@stockportgrammar.co.uk)

In the Junior School: the Designated Safeguarding Lead (DSL), Mrs Hampson, by email on [hampsonc@stockportgrammar.co.uk](mailto:hampsonc@stockportgrammar.co.uk) and copy in the Deputy Designated

Safeguarding Leads (DDSLs) to ensure the concern is received. The DDSLs are Mr Wheeler [wheelert@stockportgrammar.co.uk](mailto:wheelert@stockportgrammar.co.uk) and Mr Milnes [milness@stockportgrammar.co.uk](mailto:milness@stockportgrammar.co.uk)

If the concerns are urgent or outside of term time, Senior School staff should phone the Senior Management Team emergency phone number 0161 419 2418 and speak to a member of the Senior Management Team (Head, Deputy Heads, Heads of Section or Bursar) who will contact the DSL or a DDSL. Junior School staff should phone either of the emergency phone numbers, 0161 419 2432 or 0161 419 2434, which will connect them to the Head, Mr Wheeler, or the Deputy Head, Mr Milnes.

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

If staff cannot reach the DSL/DDSL, and they consider a child to be at immediate risk of harm they will contact the Multi-agency Safeguarding and Support Hub (MASSH) on 0161 217 6028 or 6024 or the Police via 999 as they feel appropriate.

The DSL/DDSL and other pastoral staff will continue to engage with social workers and attend all multi-agency meetings which can be done remotely.

The full responsibilities of the DSL and deputies are covered in our main Safeguarding Policy.

Where staff are concerned about an adult working with children in the school, they should report the concern to the Headmaster. This should be done verbally, by phoning: In the Senior School: the Senior Management Team emergency phone number 0161 419 2418 and asking to speak to the Headmaster, and followed up with an email to the Headmaster.

In the Junior School: the Senior Management Team emergency phone number 0161 419 2432 and asking to speak to the Headmaster, and followed up with an email to the Headmaster.

Concerns around the Headmaster should be directed to the Chair of Governors who can be contacted by emailing the Bursar [watsonc@stockportgrammar.co.uk](mailto:watsonc@stockportgrammar.co.uk)

## **2 Safeguarding vulnerable pupils remotely**

We remain committed to supporting our vulnerable pupils and will take the following steps:

- Where vulnerable pupils are not in school we will ensure that phone contact is maintained by the school with all vulnerable pupils at least once per week.
- Where it is identified that a child or family are in need of additional support or guidance we will ensure that this is in place. This may include extra phone calls, signposting and referring to other services. All communications will be recorded and stored confidentially.
- All vulnerable children and families will be provided with a point of contact for support. This should be a school mobile/phone number or an actively monitored email account.

### **3 School provision for students currently supported at Team Around the Child (TAC) Level 3 or subject to a Child Protection Plan**

Children and families who have an allocated Social Worker will continue to be supported by them.

Schools continue to be a potential key source of additional support to this group. The established relationships between school and family are of great value and may be key to them feeling confident in seeking and engaging with help when it is needed.

We recognise that these children may need to **access school** and engage in the **daily care offer**. Where these children need to attend, we will work with Social Workers to offer such a placement. Where families inform us of a need for help, we will work with them and Children's Social Care (as appropriate) to agree a plan of support. Where we believe a child is at risk of significant harm or danger, we will refer our concerns (by phone in the first instance) to Children's Social Care as described in our full Safeguarding Policy.

The contact system outlined in section 2 'Safeguarding vulnerable pupils remotely' is a crucial component to the proactive safeguarding this group.

Where these children are not attending the setting, we will make phone contact with the young person weekly.

### **4 Children with an Education and Health Care Plan (EHCP)**

School has a key role to play in supporting these children. We recognise that these children may need to **access school** and engage in the **daily care offer**. Where these children are not attending the setting, we will make phone contact with the young person weekly.

### **5 Young carers**

We understand that at this current time pupils who are young carers may benefit from additional contact and support. We are committed to working with other agencies to support their wellbeing and will take the following steps:

- Once a week make phone contact with the young person.
- Make sure the young carer knows how to access advice for the person they are caring for.
- Offer food support if needed.
- Record and report concerns in the appropriate way.

If support and guidance are required, we will contact Katy Franklin at Signpost for Young Carers in Stockport <https://www.signpostforcarers.org.uk>

## **6 Supporting children in school**

Stockport Grammar School is committed to ensuring the safety and wellbeing of all its students. We will continue to be a safe space for children to attend and flourish.

We will ensure that where we care for children of keyworkers and vulnerable children on site, appropriate support is in place for them. This will be tailored to each child as needed and recorded as necessary.

The Headmaster will ensure that appropriate staff are on site, that the staff to pupil ratio numbers are appropriate to maximise safety and that there is a school nurse or first aider on site.

We 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 COVID-19.

## **7 Online safety**

It is likely many pupils are accessing internet enabled devices more frequently whilst families follow the advice of the government to 'stay at home'. This is also currently our primary source of contact with most of our students. It is therefore of the utmost importance that we continue to support and educate children on how to stay safe online. Staff should be mindful of existing policies and the details described by the DfE in KCSIE 2019.

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

## **8 Peer on peer abuse**

Where the school receives a report of peer on peer abuse, we will follow the principles as set out in the school Safeguarding Policy and in part 5 of KCSIE 2019.

The school 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 about peer on peer abuse must be reported to the DSL as described above in section 1 'Reporting a concern' and appropriate referrals made.

## **9 Encompass**

As an Encompass school we receive notifications from the Police informing us when there has been an incident of domestic abuse or violence at a child's home. This process is to continue, and we will actively monitor notifications, risk assess them in conjunction with other information we hold and escalate our concerns as necessary. We will make assessments on a case by case basis of the need to contact families following a notification.

## **10 Attendance**

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

If Stockport Grammar School has any children in attendance (because they are vulnerable or their parents/carers are keyworkers) we will submit the daily attendance sheet to the DfE by 12 noon <https://www.gov.uk/government/publications/coronavirus-covid-19-attendance-recording-for-educational-settings>

## **11 Safer recruitment and safer working practice**

Any new staff, visitors or volunteers will be risk assessed and inducted in line with existing practice and in compliance with part 3 KCSIE 2019.

Staff should continue to apply the principles of our staff code of conduct.

It is particularly important that staff pay regard to advice and guidance on safer worker practice, **especially in relation to any online activity**.

## **12 Staff training and safeguarding induction**

All existing staff have completed statutory safeguarding training and have read part 1 of KCSIE 2019, the school's Safeguarding Policy and the staff code of conduct. Staff should adhere to the principles of these key documents and this new, additional appendix. Staff should also be aware that there may be further updates and guidance. Individuals will need to be vigilant and ensure that they read all new guidance and ask for clarity or support if required.

## **13 Emotional wellbeing**

We recognise the complexities and challenges of the COVID-19 crisis and the potential impact it may have on the emotional wellbeing of our staff and pupils. We will continually review guidance and cascade information across our workforce. We ask staff to be vigilant for signs of distress and to respond to them in line with our usual working practice.