

SAFEGUARDING AND CHILD PROTECTION POLICY AMENDMENT

COVID-19 College closure arrangements for Safeguarding and Child Protection at South Devon College

Name: South Devon College

DSL Liz Lawrence: Date: March 31st 2020

1. Context

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

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

1.3 This amendment to our existing policy outlines the safeguarding arrangements made due to changes to teaching and learning at South Devon College (SDC) which have been necessary in response to Covid-19.

2. A number of important key principles remain the same:

- With regard to safeguarding, the best interests of children and vulnerable young people must always continue to come first.
- If anyone in the High School or College has a safeguarding concern about any child or vulnerable young person they should continue to act and act immediately in accordance with the existing processes.
- The DSL or Deputy will be available.
- It is essential that unsuitable people are not allowed to enter the College workforce or gain access to children.
- Children and vulnerable young persons will continue to be protected when they are on-line.

3. This addendum of the South Devon College Safeguarding and Child Protection policy contains details of our individual safeguarding arrangements in the following areas:

- Vulnerable children
- Attendance monitoring
- Designated Safeguarding Leads
- Reporting a concern
- Safeguarding Training and induction
- Safer recruitment/volunteers and movement of staff
- Online safety in schools and colleges
- Children and online safety away from school and college
- Supporting children not in school/college
- Supporting children in College
- Peer on Peer Abuse

4. Key contacts - Roles

Designated Safeguarding Lead –Liz Lawrence: 07739171352

Deputy Designated Safeguarding Lead –Rhiannon Gray: 07912603878

Positive Intervention team- email to PIADMIN@southdevon.ac.uk

5. Vulnerable young people

- Vulnerable young people 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.
- Those with an EHC plan will be risk-assessed in consultation with the Local Authority and parents, to decide whether they need to continue to be offered a school or college place in order to meet their needs, or whether they can safely have their needs met at home. 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.

5.1 Eligibility for free school meals in and of itself is not the determining factor in assessing vulnerability.

5.2 We also have identified learners who we deem to be vulnerable. SDC have a list of these vulnerable learners which we must report on either weekly or daily. Specific staff will undertake the overall monitoring of these learners, but it is everyone's responsibility to safeguard learners.

5.3 The College know who our most vulnerable young people are. We also have the flexibility to offer a place to those on the edge of receiving children's social care support.

5.4 SDC 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 persons are Liz Lawrence and Alex Howarth.

5.5 There is an expectation that vulnerable children who have a social worker will attend an education setting, so long as they do not have underlying health conditions that put them at risk. If the child can be safely managed at home and is able to access learning, then they will be able to work remotely. In circumstances where a parent/carer does not want to bring their child to an education setting, and their child is considered vulnerable, and their child wishes to attend, the social worker and College will explore the reasons for this directly with the parent/carer.

5.6 Where parents are concerned about the risk of the child contracting COVID19, SDC and/or the social worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England.

5.7 SDC will support our vulnerable children and young people to attend College remotely if that is their choice, provided we are satisfied that home is a safe environment. Where the safeguarding risk changes/increases, we will work to get the student to attend the College site.

6. Attendance monitoring

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

6.2 SDC and social workers will agree with parents/carers whether children in need should be attending school –SDC will then follow up on any student that they were expecting to attend or is deemed vulnerable who does not.

6.3 To support the above SDC 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. In all circumstances where a vulnerable child does not take up their place at school/college, or discontinues, SDC will notify their social worker.

6.4 SDC will undertake the required documentation by the EFA and the LEA's and return the daily online attendance form and the weekly registers and information in a timely manner. We will also undertake necessary internal monitoring.

7. Designated Safeguarding Lead

7.1 SDC has a Designated Safeguarding Lead (DSL) and a Deputy DSL.

The Designated Safeguarding Lead is Liz Lawrence

The Deputy Designated Safeguarding Lead is Rhiannon Gray

7.2 The trained DSL (or deputy) is available by phone or online video at all times. The DSL will be on site as part of a publicised duty rota and is also able to reach SDC Vantage Point site within 5 mins.

7.3 Where a trained DSL (or deputy) or PI member is not on site, in addition to the above, a senior leader will assume responsibility for co-ordinating safeguarding on site.

7.4 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.

7.5 On each day staff on site will be made aware of the DSL's numbers and how to speak to them.

7.6 The DSL or deputy or designated staff will continue to engage with social workers, and attend multi-agency meetings, which can be done remotely.

7.7 If both DSL and DDSL are unwell, SDC will ask the designated staff to act as Deputy-These can be any one of the Positive Intervention Team.

8. Reporting a concern

8.1 Where staff have a concern about a child, they should continue to follow the process outlined in the SDC safeguarding procedures within our Safeguarding Policy, this includes making a report via PI which can be done remotely.

8.2 In the unlikely event that a member of staff cannot access their LEAP from home, they should email or phone either the Designated Deputy Safeguarding Lead, (Rhiannon Gray) or email PIADMIN or contact DSL (Liz Lawrence) This will ensure that the concern is received.

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

8.4 Where staff are concerned about an adult working with children at college, they should contact Liz Lawrence (DSL) or report the concern to a member of the Principalship.

8.5 Safeguarding concerns around the Principal should be directed to the Chair of Governors.

9. Safeguarding Training and induction

9.1 DSL training is very unlikely to take place whilst there remains a threat of the COVID 19 virus.

9.2 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.

9.3 All existing College staff have had safeguarding training and have read part 1 of Keeping Children Safe in Education (2019). The DSL will communicate with staff any new local arrangements, so they know what to do if they are worried about a child. All staff will be asked to re-read part 1 of keeping children safe in education. The HR Manager will re send this document to all. There are on-line safeguarding courses available and staff are encouraged to undertake these.

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

9.5 If staff are deployed from another education or children's workforce setting to SDC, 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

10. Safer recruitment/volunteers and movement of staff

10.1 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, South Devon 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).

10.2 DBS checks will follow the new updated guidelines.

10.3 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.

10.4 Where SDC 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.

10.5 SDC 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.

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

11. Online safety in College

11.1 SDC will continue to provide a safe environment, including online. This includes the use of an online web filter system.

11.2 Where students are using computers in College, appropriate supervision will be in place by LSA staff.

12. Children and vulnerable young persons online safety away from College

12.1 It is important that all staff who interact with children and vulnerable young persons, 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.

12.2 Online teaching should follow the same principles as set out in the code of conduct. All staff should read and abide by any college recommendations regarding online safety.

12.3 SDC will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements. SDC online platforms are Moodle, Microsoft 365 and the SDC connect Platform. These are the safest platforms for communication with learners (Please refer to Online Learning and Communication tools-Paul Cooper, Head of IT & Computer Services).

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

- No 1:1s between a tutor and learner.
- Minimum of 3 for any online learning platform.
- Staff and learners 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.
- Language must be professional and appropriate, including any family members in the background.
- Staff must only use platforms provided by SDC.
- Staff should record, the length, time, date and attendance of any sessions held.

13. Supporting children not in College

13.1 SDC is committed to ensuring the safety and wellbeing of all its Children and Young people.

13.2 Where the DSL has identified a child to be on the edge of social care support, or who would normally receive PI-type support, Tutors must ensure that a robust communication plan is in place for that child or young person. All staff must ensure LEAP logs are completed and that PI are informed if a vulnerable learner has not engaged with learning for a week.

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

13.4 SDC and its DSL will work closely with all stakeholders to maximise the effectiveness of any communication plan.

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

13.6 SDC will share safeguarding messages on its website and social media pages.

13.7 SDC recognises that College is a protective factor for children and young people, and the current circumstances, can affect the mental health of students and their parents/carers. Staff at SDC need to be aware of this in setting expectations of students work where they are at home.

13.8 SDC will ensure that where we care for children of critical workers and vulnerable children on site, we ensure appropriate support is in place for them. This will be bespoke to each child and recorded on our safeguarding site.

14. Supporting children and vulnerable young people in College

14.1 SDC is committed to ensuring the safety and wellbeing of all its students.

14.2 SDC will continue to be a safe space for all children and vulnerable young people to attend and flourish. The Principal will ensure that appropriate staff are on site and staff to student ratio numbers are appropriate, to maximise safety.

14.3 SDC 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.

14.4 SDC will ensure that where we care for children of critical workers and vulnerable young people on site, we ensure appropriate support is in place for them. This will be bespoke to each child and vulnerable young person and recorded on LEAP/safeguarding site.

14.5 Where SDC has concerns about the impact of staff absence – such as our Designated Safeguarding Lead or first aiders – staff will discuss them immediately with the SLT.

15. Peer on Peer Abuse

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

15.2 Where SDC receives a report of peer on peer abuse, we will follow the principles as set out in part 5 of KCSIE and of those outlined within of the Safeguarding and Child Protection Policy.

15.3 SDC will listen and work with the young person, parents/carers and any multiagency partner required to ensure the safety and security of that young person.

15.4 Concerns and actions must be recorded on via PI and appropriate referrals made.