



# Safeguarding Policy - COVID (Jan 2021)

**WHY?** All staff at George Betts have a responsibility to ensure the safety of the children in our care.

## **HOW? WHAT?**

### **All Staff:**

- All staff are familiar with the school's **Safeguarding Policy**
- All staff are trained to recognise the signs of abuse and complete **Level 1 Safeguarding Training** (regular updates/training opportunities through **PDM's, FlickLearning, Staff Briefing, Outside Support Agencies** and **TEF Learning & Development Site**)
- Any child who has not accepted a school place but is open to services will receive regular safe and wellbeing calls and information shared with professionals involved.
- Any child who has accepted a school place but is not in school will have a safe and well-being call.
- Pupils who are in year groups that have not been offered a place in school, and **are not** open to services, will receive wellbeing calls every 2 weeks, where possible, staff will speak directly to the pupil. Access to online learning is monitored by Class Teacher/LSP and recorded on the Attendance and Safeguarding Contact Sheet January 2021.
- After making a call to a vulnerable (V) pupil all information **MUST** be shared with the Wellbeing Team for 'My Concern' logs to be updated and professionals involved with the case.
- Wellbeing Team to ensure they rotate their calls for the vulnerable children (liaising with Class Teachers) and to ensure these children have been spoken to twice a week working alongside other services involved.
- When staff make phone calls home to speak directly to pupils, there **MUST** have a member of staff on a hangout to witness the call made.
- All concerns or disclosures in regards to a child are recorded on the **Online Record of Concern Form**. If a visitor is on school site and has a concern they will complete a paper yellow 'Records of Concerns' form.
- All concerns about an adult are emailed to the most appropriate professional please follow the **Safeguarding Flow Chart - Covid (Jan 2021)**
- Once a concern has been identified it is treated sensitively and confidentially by the Designated Safeguarding Lead (DSL) or a member from the Safeguarding Team. Appropriate action/support will be implemented, including mentoring programmes with the child/ren, work with Parents and other outside agencies.
- **Report a Concern Tab** - This enables children to access this through google classroom if they want to talk to a member of staff. An alert will be sent to the Wellbeing Team and SLT, concerns will be picked up by the Wellbeing Team.
- **Mentoring** - this will happen with vulnerable children attending school. A mentoring session will be arranged between the adult in the 'bubble' and the mentor through a google meet (video call) set up. This is to prevent adults and children mixing from different 'bubbles'.
- **TEFAT Whistleblowing Policy** - is to give all members of staff the confidence to come forward through agreed procedures and without fear of recrimination, to bring to the attention any serious impropriety, breach of procedure or raise issues of concern.

### **Home Visits**

A home visit will take place if a child is on the vulnerable list who has had **no contact** within a week and they are not attending school. Staff will ensure they follow hygiene and social distancing rules on home visits. **Under no circumstances, should a member of staff enter a family home.** Please refer to the **Home Visit Policy** and **Behaviour Policy Pack**

All other children will receive a phone call every two weeks. If no contact is made with the child (only parent) and there has been no online engagement this will be followed up by the Class Teacher. If there still has not been an opportunity to speak to the child and online engagement has not improved the member of staff needs to raise this concern with SLT to establish next steps.

### **Safeguarding Team**

The Safeguarding Team consists of:

- ◆ **Sarah Edwards (AP & Designated Safeguarding Lead)**
- ◆ **Saqia Malik**
- ◆ **Gurdev Kaur**

- All concerns raised on the **Online Record of Concern Form** they are logged onto the child's My Concern profile and raised as a new concern. My Concern is a secure system and can only be viewed by the Safeguarding Team and SLT. If a concern is raised by a member of the Safeguarding Team then it is their responsibility to log the information. The DSL is verbally informed about any disclosures or concerns.
- If a file is open on a child all monitoring notes and additional actions which relate to the initial concern or disclosures are added to the same file and will be shared with relevant professionals involved in the case.
- The Safeguarding Team will make all referrals to the Local Authorities Children's Trust, however, children who have been referred or are causing concern will be regularly monitored and added to the Location Map.
- Everything recorded on 'My Concern' is factual and not speculation.
- If there is a concern raised about a child that needs immediate action, a 'crisis' Safeguarding Team Meeting is called to discuss actions.
- **Local Authority Children's Trust/SPOC Team/Early Help COG services** are contacted for advice whenever necessary.
- Weekly safeguarding meetings take place via google meet, to discuss all monitored children, new concerns raised and family support follow ups.
- If you have a concern about a member of staff please email the appropriate member of SLT. Refer to guidance on the **Safeguarding Flow Chart - Covid - Jan 2021**

### **WHO?**

- DSL is responsible for coordinating all Safeguarding activities, alongside the Executive Principal & Head of School.
- DSL is responsible for ensuring that all members of staff have up-to-date Safeguarding training.
- The Safeguarding Team is responsible for monitoring and supporting any children who are vulnerable.
- All staff in the school are responsible for being alert to the signs and indicators of possible abuse and following the Safeguarding Procedures if they are concerned.

**Useful Resources:**

Government documents/guidance; Coronavirus (COVID-19): Safeguarding in schools, colleges and other providers, Keeping Children Safe in Education - Sept 2019, Working Together to Safeguard Children 2018, What to do if you're worried a child is being abused March 2015, Information Sharing July 2018, Prevent Duty Guidance July 2015