

# TEFAT Additional Arrangements for Safeguarding and Child Protection should closure (full or partial) be required

This document forms version 5.0 of the annex TEFAT Additional Arrangements for Safeguarding and Child Protection should school partial or full closure be required and is in addition to Keeping Children Safe in Education, September 2021 and TEFAT Safeguarding and Child Protection Policy, September 2021. It provides additional operational guidance in the event of local or national partial or full school closure. It is available on the TEFAT and academy website and will be disseminated to all staff via email.

## Context

The Elliot Foundation is the responsible body and the employer of all the staff across the Trust. Our primary concern is the safety and wellbeing of all of our children and all of our staff. The Trust uses a risk based framework which allows each of the schools to determine on site operational and remote education provision. The Elliot Foundation expects that schools will communicate local decision making for additional events, trips and visitors within the school day and outside of the school day clearly to the parent body. The Trust acknowledges the reasons for the variance are multiple and are dependent on the number of appropriately qualified staff available to work during the pandemic, the physical nature of the school buildings, and the incidence of social, educational, economic and emotional need in each group. The nature of these reasons is fluid and subject to regular school and Trust review. There is no obligation on all schools to operationally run in the same manner outside of the agreed risk mitigation steps and as such there is variance across the Trust schools as there is across the country.

## Safeguarding Guidance For Pupils:

As part of the TEFAT risk based framework, all academies will complete and review safeguarding documentation listed within the following guidance.

As part of ongoing safeguarding consideration schools will:

- Adhere to national directive alongside TEFAT policy and guidance regarding controls to reduce the risk of transmission of Covid-19 in schools, continuing to ensure that personal safety and that of others is paramount
- Continue to monitor pupil safety online using online monitoring software and record any safeguarding concerns using 'My Concern'
- Monitor and review contact (safety and wellbeing) and engagement (learning) with pupils not in school due to Covid -19 illness or isolation (Covid Attendance Code X) daily and weekly using a locally owned TEFAT engagement register. Escalate any pupils causing concern through monitoring.
- Ensure TEFAT home visit risk assessments are complete prior to conducting home visits for pupil safe and well checks if concerns arise
- Provide access to online learning or home learning packs only for pupils not in school due to Covid-19 illness or isolation (Covid Attendance Code X)
- Ensure online safety guidance is available on the home learning site and additional TEFAT guidance for keeping safe online has been provided for staff and pupils
- Liaise frequently with social workers for any vulnerable pupils not in school to ensure a multi agency approach is in place for ensuring pupils are safe and well



- Complete and regularly review individual risk assessments for vulnerable attending or not attending school
- Complete and regularly review individual risk assessments for pupils with an Education Health Care Plan (EHCP) and ensure education provision meets the needs as outlined in the EHCP
- Report any children missing in education (CME) to the Local Authority in line with statutory guidance
- Ensure the school has a minimum of 2, ideally 3 up to date emergency contact numbers should the child not arrive at school or become unwell and display Covid-19 symptoms whilst at school

### **Safeguarding Guidance For Staff:**

- Consider the well-being of staff members, make arrangements for continued working from home for those staff who have agreed that they will not return to school at this time based on their individual health and/or circumstances
- Continue to regularly review individual employee risk mitigation measures and risk assessment forms for staff who are both on and off site
- Ensure that additional support is available for any staff members who require it e.g. through well being hangouts, group or 121 supervision or the Trust [Employee Assistance Programme](#)
- Remind all staff members of safeguarding processes and procedures and what to do if they have concerns about a pupil or about a member of staff

### **Supporting Pupils and Staff:**

The Trust and the school recognises that many pupils and staff will have been affected by aspects of the pandemic and the lockdown and many will require additional support. Some pupils and staff may have experienced bereavements of close family members. Pupils may have suffered abuse or neglect which they have not been able to disclose. Some pupils may have experienced anxiety or distress due to the overall situation, things they have seen on social media or been told, been impacted on by difficulties their families have experienced in relation to financial matters or other family issues. Some pupils may find it difficult to settle back into the academic structure of school or feel anxious regarding the physical changes to classrooms and routines. Children may experience difficulties with peer relationships after a lengthy period of isolation from others their own age.

All staff will be alert to signs of stress in themselves, colleagues and pupils and enable others to talk about how they are feeling. Schools have considered transition resources and adaptations to their locally owned curriculum plans to support children at this time. Any safeguarding concerns will be passed to the DSL (or deputy DSLs) promptly and any necessary referrals made to the relevant agencies or services.

All parents / carers will be asked to inform the school if their child has experienced any key family changes (e.g. bereavements, changes in contact with key adults, significant events, health difficulties etc) so that school staff can ensure they can be effectively supported. The Trust has provided guidance for staff and parents regarding bereavement support for themselves and children in their care entitled [Bereavement Guidance and Resources Pack](#).

Any emerging concerns for pupils will be discussed with parents in the usual way, unless the information known leads the DSL to believe this could place a pupil at risk of immediate and further harm, in which case a referral will be made to MASH without delay in the usual manner.

If staff are worried about their own wellbeing or that of others they are encouraged to speak to their line manager, access the [Welfare and Nurture resources](#) on the Learning and Development site and/or contact the Trust Employee Assist Programme.

