COVID-19 amendments to the Child Protection Policy
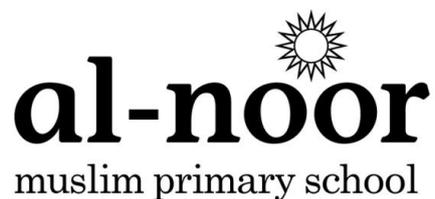
Annex to the LB Redbridge Model Policy:

Al-Noor Independent Primary School

al-noor
muslim primary school

8th March 2021

Supporting children in school

Al-Noor Independent Primary School is committed to ensuring the safety and wellbeing of all its students and will continue to be a safe space for all children to attend and flourish.

Al-Noor Independent Primary School 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.

Al-Noor Independent Primary School will ensure that appropriate support is offered to all students with respect to their mental health.

Please check the Government's website for any <u>further updates</u>.

Despite the changes, the school's Child Protection Policy is *fundamentally* the same: children and young people always come first, staff should respond robustly to safeguarding concerns and contact the DSL in line with the established safeguarding procedure.

This annex sets out some of the adjustments in line with the changed arrangements in the school and following advice from government and local agencies.

The current school position and local advice

Any updates from the 3 safeguarding partners including information on changes in arrangements for CP Conferences and Looked After Reviews can be found here:

https://www.redbridgescp.org.uk/

Reporting arrangements

The school arrangements continue in line with our child protection policy.

The Designated Safeguarding Lead is:

1. Zaheera Navlakhi Ahmed: 02085977576, Zaheera.navlakhi@al-noorprimary.org.uk

The Deputy DSLs are:

1. Someera Butt: 02085977576, someera.butt@al-noorprimary.org.uk,
2. Nusrat Abdulla: 02085977576, nusrat.abdulla@al-noorprimary.org.uk
3. Ujalah Sultan: 02085977576, ujalah.sultan@al-noorprimary.org.uk
4.

The school's approach ensures the DSL or a deputy is always on site while the school is open. In the unusual circumstance this is not possible the DSL or Deputy DSL will be contactable and the Headteacher or a member of the Senior Leadership Team will email all staff by 8am to advise they are acting in an on-site safeguarding role together with contact details for the DSL or Deputy DSL.

Staff will continue to follow the Child Protection procedure and advise the safeguarding leads immediately about concerns they have about any child, whether in school or not. COVID-19 means a need for increased vigilance due to the pressures on services, families and young people, rather than a reduction in our standards.

DSLs and Deputies need to ensure they have checked with the Thresholds Document before making referrals to MASH and consider if the referral would be best placed with Early Help, CAMHS or Education and Welfare

The arrangements for contacting children's services are:

If you have concerns about a child's welfare or suspect that a child is being neglected or abused, please telephone the relevant borough the pupil resides in:

Redbridge Council

020 8708 3885 from 9.00am to 5.00pm

020 8708 5897 (after 5.00pm and weekends)

Alternatively, you may complete and submit a LBR Multi Agency Referral Form (MARF) Template to CPAT.referrals@redbridge.gov.uk.

Children's Services Barking and Dagenham

MASH team from 9am to 4:45pm, Monday to Friday

020 8227 3811

Out of hours duty team from 4:45pm to 9am, Monday to Friday, weekends and bank holidays

020 8594 8356

Online MARF Referral: https://www.lbbd.gov.uk/form/child-protection-referral-form

Children's Services Newham

020 3373 4600 during office hours (Monday to Thursday, 9am to 5.15pm or Friday 9am to 5.00pm)

020 8430 2000 at any other time.

Children's Services Havering

Triage Telephone Number: 01708 433 222

Fax Number: 01708 433 375 (MARF's)

Email Address: TriageMASHandAssessment@havering.gov.uk

Children's Services Walthan Forest

Tel: 020 8496 2310 (Mon-Thurs 9am-5.15pm, Fri 9am-5pm), (out of hours 020 8496 3000)

Email: MASHrequests@walthamforest.gov.uk

Fax: 020 8496 2313

Children's Services Tower Hamlets

MASH Advice Line for professionals: Tel: 020 7364 3444

MASH: Monday to Friday, 9am to 5pm Tel: 020 7364 5601 Out of hours Tel: 020 7364 5006

For immediate help ring the police on 999.

Should a child in the school's view be at risk of significant harm and local agencies are not able to respond, the school will immediately follow the safeguarding children partnership escalation procedure, available here:

Redbridge

https://www.redbridgescp.org.uk/professionals/what-should-you-do-when-there-is-a-professional-disagreement-about-a-child/

Vulnerable Children

Vulnerable children and young people include those who:

• are assessed as being in need under section 17 of the Children Act 1989, including children and young people who have a child in need plan, a child protection plan or who are a looked-after child;

• have an education, health and care (EHC) plan;

• have been identified as otherwise vulnerable by educational providers or local authorities (including children's social care services), and who could therefore benefit from continued full-time attendance, this might include:

- children and young people on the edge of receiving support from children's social care services or in the process of being referred to children's services
- adopted children or children on a special guardianship order
- those at risk of becoming NEET ('not in employment, education or training')
- those living in temporary accommodation
- those who are young carers
- those who may have difficulty engaging with remote education at home (for example due to a lack of devices or quiet space to study)
- care leavers
- others at the provider and local authority's discretion including pupils and students who need to attend to receive support or manage risks to their mental health.

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

Senior leaders, especially the Designated Safeguarding Lead (and deputy) 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.

In circumstances where a parent is hesitant about or does not want to bring their child to an education setting, and their child is considered vulnerable, the social worker and Al-Noor Independent Primary School will explore the reasons for this directly with the parent.

Where parents are concerned about the risk of the child contracting COVID19, Al-Noor Independent Primary School or the social worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England.

Al-Noor Independent Primary School will encourage all pupils to attend a school

Al-Noor Independent Primary School 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.

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 increased risk. In circumstances where a parent does not want to bring their child to an education setting, and their child is considered vulnerable, the social worker and Al-Noor Independent Primary School will explore the reasons for this directly with the parent.

Attendance During National Lockdown

School attendance will be mandatory for all pupils from 8th March, therefore the usual rules on school attendance apply, including:

- parents' duty to secure their child's regular attendance at school (where the child is a registered pupil at school and they are of compulsory school age)
- the ability to issue sanctions, including penalty notices in line with local authorities' codes of conduct.

As usual schools are responsible for recording attendance, following up absences and reporting children missing education to the local authority. Register coding will return to normal as detailed in the DfE school attendance guidance.

A small number of pupils will still be unable to attend in line with public health advice to self-isolate because they

- have symptoms or have had a positive test result
- live with someone who has symptoms or has tested positive and are a household contact
- are a close contact of someone who has coronavirus (COVID-19)
- required to quarantine
- children who have been confirmed as clinically extremely vulnerable (CEV) are advised to shield and stay at home as much as possible until further notice. They are advised not to attend school while shielding advice applies nationally. Schools are able to request from parents a copy of the shielding letter sent to CEV children, to confirm that they have been advised not to attend school or other educational setting.

The register should be marked with an X code for the period that these pupils are absent.

Schools are requested to provide remote education to pupils who are unable to attend school because they are complying with government guidance or legislation around coronavirus (COVID-19)

Where children are not able to attend school under the above categories parents will not be penalised.

The majority of children will be excited and motivated for their return. We do however appreciate that some children will be extremely anxious. The Education Welfare Service will do all we can to work with schools and families to reassure and support children as they adjust to being in school full time. We will do this by contacting families to discuss concerns and work collaboratively with them and schools to seek a solution. This will be done by telephone calls, meetings and home visits. Where necessary we will also work with colleagues from other services within the authority to ensure that all possible support mechanisms are explored and implemented where required. Decisions about the need for any enforcement measures will be made on a case-by-case basis, recognising individual circumstances as per usual practice.

Children currently out of the country

Schools should undertake the following:

- contact the parents of these children and advise that the expectation is that their children attend school from 8th March as per government guidance,
- advise parents that remote learning will cease for these children from 8th March,
- establish a return date, if they are unable to return by 8th March
- if there is going to be a prolonged period before the child is likely to return, you should decide on what coding will be used to record the absence, x code would not be appropriate unless they can evidence they are following Public Health advice. At this point it would also be advisable to notify parent that there is a possibility that the child may lose their school place.
- discuss with your EWO any concerns or contact a member of the LBR EWS team for further support.
- where children are on roll at a Special School or have an EHCP but attend mainstream school liaison should take place with LBR SEN department regarding off rolling.
- CME procedures to be followed where necessary.

Leave of absence (term time requests)

We anticipate that there may be requests for leave of absence once schools return, however it should be borne in mind that people can't travel and stay overnight until the 12th April and travel abroad is unlikely to resume until at least May. Schools should consider this when requests are made and it might be worthwhile updating your website with this information.

The information contained in this bulletin will be reviewed at regular intervals and amended or updated where necessary in line with Department of Health, Department of Education and Public Health England advice/updates.

Elective Home Education (EHE)

Al-Noor Independent Primary School will encourage parents to send their children to school, particularly those who are vulnerable.

Where an indication around EHE Al-Noor Independent Primary School will discuss with the parent their decision to home educate, to ensure they are fully aware of their responsibility and what EHE entails compared to the benefits of remaining in school.

Where we feel that there is additional cause for concern the designated safeguarding lead will then consider making a referral to the local authority in line with existing procedures. This will happen as soon as Al-Noor Independent Primary School becomes aware of a parent's intention, or decision, to home educate.

Al-Noor Independent Primary School will work with local authorities and, where possible, coordinate meetings with parents to seek to ensure EHE is being provided in the best interests of the child.

If a parent wants to admit their child to Al-Noor Independent Primary School, we will follow our normal processes for in-year admissions applications.

Peer on peer abuse

Our staff will remain vigilant to the signs of peer-on-peer abuse, including those between young people who are currently attending our provision and online.

Mental Health

The coronavirus outbreak may have caused significant mental health or wellbeing difficulties for some children. It is important to recognise that while 'getting back to normal' is important and will be reassuring for many, school staff will need to consider how to support:

• individual children who have found the transition back into lockdown hard to manage

• those who have developed anxieties related to the virus

• those about whom there are safeguarding concerns

• those who may make safeguarding disclosures once they are back in schools

Some children may also have experienced bereavements in their immediate family or wider circle of friends or family or had increased/new caring responsibilities. All children will have missed the routine of school, seeing their friends, and being supported by their teachers and other adults in the school.

Please consider the mental health resources that the school has for children, staff and parents and list them here:

1. ELSA support via school referral (School Based).
2. Counselling via school referral (School Based).
3. Link EP to support school staff or families known to their service.
4. Signposts in Parental notices to support services.

Online Risks

Young people will have used the internet more during this period. The school may also use online approaches to deliver training or support. Staff will be aware of the signs and signals of cyberbullying and other risks online and apply the same child-centred safeguarding practices as when children were learning at the school. It is important that all staff who interact with children, including online, continue to look out for signs that a child may be at risk. Any such concerns should be dealt with as per the Child Protection Policy and where appropriate referrals should still be made to children's social care and as required, the police.

• The school continues to ensure appropriate filters and monitors are in place

• Our governing body will review arrangements to ensure they remain appropriate

• The school has taken on board guidance from the UK Safer Internet Centre on safe remote learning and guidance for safer working practice from the Safer Recruitment Consortium.

Al-Noor Independent Primary School will ensure that for individuals or groups of self-isolating pupils and pupils who are shielding, we follow government guidance related to coronavirus (COVID-19), remote education plans.

Online teaching should follow the same principles as set out in the code of conduct.

Al-Noor Independent Primary School will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements. The schools Online Policy will be updated and reflect online learning.

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

- 1:1's for specific intervention with parental consent and participation (parent required in the room with pupil) Senior Leader always invited to each 1:1 scheduled for safeguarding drop in.
- Staff and children must wear suitable clothing, as should anyone else in the household. Language must be professional and appropriate, including any family members in the background.
- Any computers used should be in appropriate areas, for example, not in bedrooms; and the background should be blurred where appropriate.
- Staff should ensure that there are no identifying features that would allow their home address or family members to be identified.
- The live class should be recorded by the teacher only so that if any issues were to arise, the video can be reviewed. The staff in the lesson will ensure that nobody else can record the session. Staff **must** have HOST controls and end the session if technical issues arise from a lack of HOST controls.
- Live classes should be kept to a reasonable length of time, as timetabled.
- Staff must only use platforms, emails and phone numbers provided by the school to communicate with pupils.
- Staff should record, the length, time, date and attendance of any sessions held.
- The link or meeting ID for the session is never shared on public platforms.
- Consider setting up a waiting from where you can see who is entering the session. Disable any mechanisms that would allow a young person to share their screen or send messages.
- Do not start a meeting until there are 2 staff in the meeting. There must be at least 2 staff in a meeting as much as this is possible.
- Any concerns or incidents that arise during an online live session to be raised with the DSL as soon as possible according to the safeguarding policy
- Students are reminded of who they can contact within the school for help or support if an incident arises during online learning.

The Key have some useful things to consider around specific scenarios.

For more information please refer to: https://www.gov.uk/guidance/get-help-with-remote-education

This list will be updated by the school as and when needed in line with local and national guidance.

The school's safeguarding team are involved as part of the planning process for online learning. UK Safer Internet Helpline is a source of support for staff.

Online - Parents and carers

Parents have been offered the following links:

- Internet matters - for support for parents and carers to keep their children safe online
- London Grid for Learning - for support for parents and carers to keep their children safe online
- Net-aware - for support for parents and careers from the NSPCC
- Parent info - for support for parents and carers to keep their children safe online
- Thinkuknow - for advice from the National Crime Agency to stay safe online
- UK Safer Internet Centre - advice for parents and carers
- Free additional support for staff in responding to online safety issues can be accessed from the Professionals Online Safety Helpline at the UK Safer Internet Centre.

Allegations or concerns about staff

With such different arrangements young people could be at greater risk of abuse from staff or volunteers. We remind all staff to maintain the view that 'it could happen here' and to immediately report any concern, no matter how small, to the safeguarding team.

Any staff or volunteers from outside our setting will complete an induction to ensure they are aware of the risks and know what they need to do if they are concerned.

Al-Noor Independent Primary School 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.

The arrangements to contact the LADO at the local authority remain unchanged:

Redbridge

Helen Curtis, 020 8708 5350

helen.curtis@redbridge.gov.uk

New staff or volunteers

New starters must have an induction before starting or on their first morning with the DSL or a deputy. They must read the school child protection policy, the behaviour policy, the whistleblowing policy and the code of conduct. The DSL or deputy will ensure new recruits know who to contact if worried about a child and ensure the new starters are familiar with the child protection procedure.

If staff or volunteers are transferring in from other registered education or childcare settings for a temporary period to support the care of children, we will seek evidence from their setting that

• the member of staff has completed relevant safeguarding training in line with other similar staff or volunteers,

• they have read Part I and Annex A of Keeping Children Safe in Education, and

• where the role involves regulated activity and the appropriate DBS check has been undertaken by that setting we will undertake a written risk assessment to determine whether a new DBS would need to be undertaken. It may be in these exceptional times we can rely on the DBS undertaken by their setting.

Staff Wellbeing

The pandemic could have impacted on staff's mental health and coming back may be challenging for them too.

Education Support offer a free, confidential helpline 24/7.

Helpline number: 08000 562561

Website: http://www.educationsupport.org.uk/helpline

Child protection procedures hold strong:

• Volunteers may not be left unsupervised with children until suitable checks have been undertaken. People supervising volunteers must be themselves in regulated activity, able to provide regular, day to day supervision and reasonable in all circumstances to protect the children.

• The school will undertake a written risk assessment on the specific role of each volunteer to decide whether to obtain an enhanced DBS check (with barred list information) for all staff and volunteers new to working in regulated activity in line with DBS guidance.

• When undertaking ID checks on documents for the DBS it is reasonable to initially check these documents online through a live video link and to accept scanned images of documents for the purpose of applying for the check. The actual documents will then be checked against the scanned images when the employee or volunteer arrives for their first day.

• The school will update the Single Central Record of all staff and volunteers working in the school, including those from other settings. This will include the risk assessment around the DBS. A record will be kept by [insert arrangements] of who is working in the school each day.

In schools where Covid19 testing is taking place

Volunteers

Al-Noor Independent Primary School will use volunteers to assist in handing out and securing COVID-19 test kits to students and staff members. Other duties may be required such as building test kits, cleaning down areas and directing people.

Under no circumstances will a volunteer in respect of whom no checks have been obtained be left unsupervised or allowed to work in regulated activity.

Volunteers who, on an unsupervised basis provide personal care on a one-off basis in Al-Noor Independent Primary School, will be in regulated activity. This means that if a volunteer is administrating a COVID-19 test whilst un-supervised, they will be in regulated activity and therefore require an Enhanced DBS with Barred List check.

Existing volunteers in regulated activity do not have to be re-checked if they have already had a DBS check (which includes barred list information).

Supervision must be:

•   by a person who is in regulated activity.

•   regular and day to day; and

•   reasonable in all the circumstances to ensure the protection of children.

In appointing volunteers, the school will follow safer recruitment processes.

New children at the school

Where children join our school from other settings we will require confirmation from the DSL whether they have a Safeguarding File or SEN statement/EHCP. This file must be provided securely before the child begins at our school and a call made from our DSL or a deputy to the placing school's DSL to discuss how best to keep the child safe. In some unusual circumstance this may not be possible. Information provided must include contact details for any appointed social worker and where relevant for the Virtual School Head (Sholah Steele) Safeguarding information about children placed in our school will be recorded on our safeguarding system, will be securely copied to the placing school DSL and will be securely returned to the placing school on completion of the child's placement with us so there is a continuous safeguarding record for the child.

The DSL will undertake a risk assessment in respect of any new information received, considering how risks will be managed and which staff need to know about the information. This will be recorded on our safeguarding recording system.

This policy has been remotely approved by trustees on 08.03.2021 and is available on the school website at link https://al-noor.co.uk/primaryschool/school-policies/