

Annex 1



COVID-19 school closure arrangements for Safeguarding and Child Protection at Albion Academy

School Name: Albion Academy

Policy owner: Andrew O'Brien

Date: 01.04.2020

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1. Context

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

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

This addendum of the Albion Academy Safeguarding, and Child Protection policy contains details of our individual safeguarding arrangements in the following areas:

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Key contacts

Role	Name	Contact number	Email
Executive Head Teacher	Andrew O'Brien	0161 359 5100	Andrew.OBrien@albionacademy.co.uk
SLT Safeguarding Lead	Paula Phillips		Paula.phillips@albionacaademy.co.uk
	Maria Bonner	Final (half-term)	Maria.bonner@albonacademy.co.uk
Designated Safeguarding Lead	Donna Andrews	07493 452614	Donna.andrews@albionacademy.co.uk
Deputy DSLs	Caroline Reilly		Caroline.reilly@albionacademy.co.uk
	Michelle Lawman		Michelle.lawman@albionacademy.co.uk
Chair of Governors	Jo Egerton	0161 359 5100	contact@albionacademy.co.uk

2. Vulnerable children

Vulnerable children include those who have a social worker and those children and young people up to the age of 25 with education, health and care plans (EHCP).

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 (Child in Need).

Those with an EHCP will be risk-assessed in consultation with the Local Authority and parents, to decide whether they need to continue to be offered an Academy 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 who have a EHCP can safely remain at home.

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

Senior leaders, especially Academy Safeguarding Leads 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 after consultation with the Head teacher.

Albion Academy 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 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 Albion Academy will explore the reasons for this directly with the parent.

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

Albion Academy will encourage our vulnerable children and young people to attend a school, including remotely if needed.

3. Attendance monitoring

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

Albion Academy and social workers will agree with parents/carers whether children in need should be attending the Academy will follow up on any pupil that they were expecting to attend, who does not. Albion Academy will also follow up with any parent or carer who has arranged care for their child(ren) and the child(ren) subsequently do not attend.

Regular contact with SWs will be undertaken to monitor the attendance of all vulnerable students.

4. Safeguarding Leads

Albion Academy has a SLT Safeguarding Lead: Paula Phillips and a

The Designated Safeguarding Lead: Donna Andrews

A safeguarding lead will be available to be contacted either on site, via phone or online video - for example when working from home or via email.

Where a safeguarding lead is not on site, in addition to the above, a senior leader will assume responsibility for co-ordinating safeguarding on site.

This might include updating and managing access to child protection online management system, CPOMS and liaising with the offsite Safeguarding Lead, and as required liaising with children's social workers.

It is important that all Albion Academy staff have access to a Safeguarding Lead. On each day staff will be made aware of who that person is and how to speak to them.

The DSL will continue to engage with social workers, and attend all multi-agency meetings, which can be done remotely.

5. Reporting a concern

Where staff have a concern about a child, they should continue to follow the process outlined in the school Safeguarding Policy, this includes making a report via CPOMS, which can be done remotely, and making telephone contact with a Safeguarding Lead.

In the unlikely event that a member of staff cannot access their CPOMS from home, they should email: Paula.phillips@albionacademy.co.uk donna.andrews@albionacademy.co.uk . This will ensure that the concern is received.

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

Where staff are concerned about an adult working with children in the school, they should report their concern to the on site senior leadership member, or, if this is not appropriate report their concerns directly to the Head teacher verbally and follow this up with an email

The Multi-Academy Trust will continue to offer support in the process of managing allegations.

6. Safeguarding Training and induction

For the period COVID-19 measures are in place, a DSL who has been trained will continue to be classed as a trained DSL.

All existing school staff have received safeguarding training and have read part 1 of Keeping Children Safe in Education (2019). All new or revised local arrangements will be communicated with staff, so they know what to do if they are worried about a child.

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

If staff are deployed from another education or children's workforce setting to Albion Academy, 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

For movement within the Trust, schools should seek assurance from the MultiAcademy Trust (MAT) HR Manager that the member of staff has received appropriate safeguarding training.

Upon arrival, they will be given a copy of the receiving setting's child protection policy, confirmation of local processes and confirmation of Safeguarding Lead arrangements.

7. Safer recruitment and movement of staff

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, Albion Academy 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).

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.

Where Albion Academy 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.

Albion Academy 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. Full details can be found at paragraph 163 of KCSIE.

Albion Academy will continue to consider and make referrals to the Teaching Regulation Agency (TRA) as per paragraph 166 of KCSIE and the TRA's 'Teacher misconduct advice for making a referral.

During the COVID-19 period all referrals should be made by emailing Misconduct.Teacher@education.gov.uk

Whilst acknowledging the challenge of the current National emergency, it is essential from a safeguarding perspective that any school 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, Albion Academy will continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE.

8. Online safety

Albion Academy will continue to provide a safe environment, including online. This includes the use of an online filtering system.

Where students are using computers in school, appropriate supervision will be in place.

9. Students and online safety away from Albion Academy

It is important that all staff who interact with children, including online, continue to look out for signs 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.

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

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

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

- No 1:1s, groups only
- Staff and children 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.

- The live class should be recorded so that if any issues were to arise, the video can be reviewed.
- Live classes should be kept to a reasonable length of time, or the streaming may prevent the family 'getting on' with their day.
- Language must be professional and appropriate, including any family members in the background.
- Staff must only use platforms provided by Albion Academy/ United Learning to communicate with pupils
- Staff should record, the length, time, date and attendance of any sessions held.

10. Supporting children not in Albion Academy

Albion Academy is committed to ensuring the safety and wellbeing of all its Students and Young people.

Where the Safeguarding Leads have identified a child to be on the edge of social care support, or who would normally receive pastoral-type support in school, they should ensure that a robust communication plan is in place for that child or young person.

Details of student communication must be recorded in COVID-19 communication data and on Arbor school systems, concerns should be recorded on CPOMS, as should a record of no contact.

Communication for students must be reviewed regularly by Safeguarding Leads and where concerns arise there will be a consideration for a referral as appropriate.

Albion Academy will share safeguarding messages on its website and social media pages.

Albion Academy recognises that school is a protective factor for students and young people, and the current circumstances, can affect the mental health of pupils and their parents/carers. Staff at Albion Academy will be aware of this in setting expectations of pupils' work where they are at home.

11. Supporting children in Albion Academy

Albion Academy:

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

- will continue to be a safe space for all students to attend and flourish. The Headteacher will ensure that appropriate staff are on site and staff to pupil ratio numbers are appropriate, to maximise safety.
- 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.
- 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.
- Where Albion Academy has concerns about the impact of staff absence – such as Safeguarding Leads, Senior Leadership or first aiders – will discuss them immediately with United Learning Trust

12. Peer on Peer Abuse

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

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

The Academy 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.

Concerns and actions must be recorded on CPOMS and appropriate referrals made.

13. Support from United Learning Trust

The United Learning Central Safeguarding Team will provide support and guidance as appropriate to enable the Safeguarding Leads carry out their role effectively.