



POLICY

Safeguarding Policy

Addendum (COVID 19)

July 2020

Review 2023

Assunnah Primary School

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Assunnah Primary and Early Years Addendum (COVID 19) July 2020

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Safeguarding Policy

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Important contacts

Assunnah Primary Assunnah Nursery School		Main school office 02083500592 admin@assunnahschool.co.uk
Designated Safeguarding Leads	Hodan Yussuf	hodan.y@assunnahschool.co.uk 07949804426
Designated Deputy Safeguarding Leads	Mohamed Yusuf	myusuf@assunnahschool.co.uk 07852189713
	Manal Mohamed	Manal.m@assunnahschool.co.uk 07960698843
Senco/DSL	Manal	Manal.m@assunnahschool.co.uk 07960698843
Head Teacher	Hodan Yussuf	02083500592
Chair of Governors	Khalifa	Khalifa.gov@assunnahschool.co.uk
Local Authority Designated Officer (LADO) for Haringey	Sarah	Local Authority designated officer: Shaun LADO@haringey.gov.uk T. 020 8489 2968 Alternative numbers: 020 8489 1031/ 5432/ 3205
Haringey CCG	jenny Goodridge, (North central London CCG, Director of Quality and Chief Nurse) Tony Kelly (Detective Superintendent)	http://www.haringeyccg.nhs.uk/ jenny Goodridge, (North central London CCG, Director of Quality and Chief Nurse) Tony Kelly (Detective Superintendent)
MASH team	Haringey Mash Team	020 8489 4533,
Virtual School Head	Hodan	020 8825 6648 hodan.y@assunnahschool.co.uk

1. Scope and definitions

This addendum applies from the start of the spring term 2021. It reflects the latest advice from our 3 local safeguarding partners:

- The local authority (LA)
- A clinical commissioning group for an area within the LA

- The chief officer of police for a police area in the LA area

It sets out changes to our normal child protection policy in light of coronavirus and the national lockdown currently in place, and should be read in conjunction with that policy. Unless covered here, our normal child protection policy continues to apply.

This addendum is subject to change, in response to any new or updated guidance the government or our local safeguarding partners may publish. We will keep it under review as set out in section 15 below.

In this addendum, where we refer to measures to protect pupils who are at home, this means those who are learning at home for reasons to do with coronavirus – for example, due to the attendance restrictions during national lockdown, or if they need to self-isolate when they would otherwise still be attending.

In this addendum, where we refer to vulnerable children, this means those who:

- › Are assessed as being in need, including children:
 - With a child protection plan
 - With a child in need plan
 - Looked after by the local authority
- › Have an education, health and care (EHC) plan

In Assunnah Primary and Early Years this includes those who are:

- › On the edge of receiving support from children’s social care services or in the process of being referred
 - › Special guardianship order
 - › Living in temporary accommodation
 - › Young carers
 - › Care leavers
 - › Facing difficulty engaging with remote education at home ›
- In need of support for their or their family’s mental health

2. Core safeguarding principles

We will follow the statutory safeguarding guidance, [Keeping Children Safe in Education](#).

We will always have regard for these important safeguarding principles:

- › The best interests of children must come first
- › If anyone has a safeguarding concern about any child, they should act on it immediately
- › A designated safeguarding lead (DSL) or deputy will be available at all times (see section 4 for details of our arrangements)
- › It’s essential that unsuitable people don’t enter the school workforce or gain access to children ›

Children should continue to be protected when they are online

3. Reporting concerns

All staff must continue to act on any concerns they have about a child immediately. It is still vitally important to do this, both for children at school and those at home.

Children at home will be contacted by a member of staff on a weekly basis. The outcome of the phone call will be recorded on a contact sheet saved in One drive Staff for class teacher records. If a child cannot be contacted, or a concern is raised as a result of the phone call it is recorded on Safeguard.

If a concern is raised on Safeguard the DSL will follow the flowchart in the Safeguarding Policy accordingly.

As a reminder, all staff should continue to work with and support children's social workers, where they have one, to help protect vulnerable children.

4. DSL (and deputy) arrangements

We aim to have a trained DSL or deputy DSL on site wherever possible. Hodan Yussuf (Safeguarding lead) Mohamed Yusuf (Co-lead DSL) and Manal Mohamed (Co-lead DSL)

Details of all important contacts are listed in the 'Important contacts' section at the start of this addendum if needed.

Where a DSL is not on site, we will keep all school staff and volunteers informed on who the senior staff member is on site.

The senior leader will be responsible for liaising with the off-site DSL (or deputy) to make sure they (the senior leader) can:

- Identify the most vulnerable children in school
- Update and manage access to child protection files, where necessary
- Liaise with children's social workers where they need access to children in need and/or to carry out statutory assessments

5. Working with other agencies.

We will continue to update this addendum where necessary, to reflect any updated guidance from our 3 local safeguarding partners and other agencies.

The following 3 **safeguarding partners** are identified in Keeping Children Safe in Education (and defined in the Children Act 2004, as amended by chapter 2 of the Children and Social Work Act 2017). They will make arrangements to work together to safeguard and promote the welfare of local children, including identifying and responding to their needs:

- The local authority (LA)
- A clinical commissioning group for an area within the LA
- The chief officer of police for a police area in the LA area

6. Monitoring attendance

We will continue to take our attendance register. We will follow guidance from the Department for Education on how to record attendance (including for pupils learning remotely) and what data to submit.

During the national lockdown, we will continue to do daily registers and follow protocols of contacting parents and carers of any absence.

- Follow up on their absence with their parents or carers, by contacting the family by phone call. ➤

We will make arrangements with parents and carers to make sure we have up-to-date emergency contact details, and additional contact details where possible.

7. Peer-on-peer abuse

We will continue to follow the principles set out in part 5 of Keeping Children Safe in Education when managing reports and supporting victims of peer-on-peer abuse.

Staff should continue to act on any concerns they have immediately – about both children attending school and those at home.

8. Concerns about a staff member, supply teacher or volunteer

We will continue to follow the principles set out in part 4 of Keeping Children Safe in Education.

Staff should continue to act on any concerns they have immediately – whether those concerns are about staff/supply teachers/volunteers working on site or remotely.

We will continue to refer adults who have harmed or pose a risk of harm to a child or vulnerable adult to the Disclosure and Barring Service (DBS).

We will continue to refer potential cases of teacher misconduct to the Teaching Regulation Agency. We will do this using the email address Misconduct.Teacher@education.gov.uk for the duration of the COVID-19 period, in line with government guidance.

9. Contact plans

We have contact plans for children with a social worker, and other children who we have safeguarding concerns about, for circumstances where the child is at home.

Each child has an individual plan, which sets out:

- › How often the school will make contact – this will be at least once a week
- › Which staff member(s) will make contact – as far as possible, this will be staff who know the family well
- › How staff will make contact – this will be over the phone, doorstep visits, or a combination of both
- › We have agreed these plans with children's social care where relevant, and will review them if changes occur in the family home or there is a case of increased concern.

If we can't make contact, we will contact social services for advice.

10. Safeguarding all children

10.1 All children

Staff and volunteers are aware that this difficult time potentially puts all children at greater risk.

Staff and volunteers will continue to be alert to any signs of abuse, or effects on pupils' mental health that are also safeguarding concerns. They will act on concerns immediately in line with the procedures set out in section 3 above.

10.2 Children at home

The school will maintain contact with children who are at home. Staff will contact children directly to at home to help identify any concerns on a weekly basis. They will use personal phones but they will withhold their personal number. Children will also be contacted by class teachers daily as part of Well-being check-ins.

Staff and volunteers will look out for signs like:

- › Not completing assigned work or logging on to school systems
- › No contact from children or families
- › Seeming more withdrawn during any well-being check-ins.

11. Online safety

11.1 In school

We will continue to have appropriate filtering and monitoring systems in place in school.

If IT staff are unavailable, our contingency plan is to log all concerns on drive forms. (INCIDENT Folder) Password protected.

11.2 Outside school

Where staff are interacting with children online, they will continue to follow our existing Code of Conduct and Internet Safety Policy.

Refer to Remote Learning Policy for acceptable use of technology.

Staff will continue to be alert to signs that a child may be at risk of harm online, and act on any concerns immediately, following our reporting procedures as set out in section 3 of this addendum.

We will make sure children know how to report any concerns they have back to our school, and signpost them to other sources of support too.

11.3 Working with parents and carers

We will make sure parents and carers:

- › Are aware of the potential risks to children online and the importance of staying safe online
- › Know what our school is asking children to do online, where relevant, including what sites they will be using and who they will be interacting with from our school
- › Are aware that they should only use reputable online companies or tutors if they wish to supplement the teaching and resources our school provides
- › Know where else they can go for support to keep their children safe online

12. Mental health

Pupil, parent or carer have been signposted to organisations to contact if there are concerns about mental health and wellbeing. Parents are signposted to appropriate organisations regarding support during lockdown.

Staff and volunteers will be aware of the possible effects that this period may have on pupils' mental health. They will look out for behavioural signs, including pupils being fearful, withdrawn, aggressive, oppositional or excessively clingy, to help identify where support may be needed.

12.1 Children at home

Where possible, we will continue to offer our current support for pupil mental health for all pupils. Head conducts remote assembly with pupils every Friday to discuss issues.

We will also signpost all pupils, parents/carers and staff to other resources to support good mental health at this time.

When setting expectations for pupils learning remotely and not attending school, teachers will bear in mind the potential impact of the current situation on both children's and adults' mental health.

Staff and volunteers will be alert to mental health concerns in children who are at home, and act on these immediately, following our reporting procedures as set out in section 3 of this addendum.

13. Staff and volunteer recruitment

We continue to recognise the importance of robust safer recruitment procedures, so that staff and volunteers who work in our school are safe to work with children.

We will continue to follow our safer recruitment procedures, and part 3 of Keeping Children Safe in Education.

When carrying out DBS checks and right to work checks, we will follow the latest guidance from the DBS, Home Office and Immigration Enforcement as appropriate (for example, with regards to the process for verifying documents). We will inform candidates about the intended process as soon as reasonably practicable.

We will continue to do our usual checks on new volunteers, and do risk assessments to decide whether volunteers who aren't in regulated activity should have an enhanced DBS check, in accordance with paragraphs 183-188 of Keeping Children Safe in Education.

14. Safeguarding induction and training

We will make sure staff and volunteers are aware of changes to our procedures and local arrangements.

New staff and volunteers will continue to receive a safeguarding induction in line with the expectations of Keeping Children Safe in Education.

15. Monitoring arrangements

This policy will be reviewed as guidance from our 3 local safeguarding partners or the Department for Education is updated, and as a minimum of every 5, 6 weeks by Hodan Yussuf

16. Links with other policies

This policy links to the following policies and procedures:

- Child protection policy
- Staff Code of Conduct
- Remote Learning Policy
- Health and safety policy
- Online safety policy