

	<b>Sponne School Addendum to Child Protection and Safeguarding Policy</b>	<b>Date</b>	Mar 2020
---	---	-------------	----------

## Addendum to be used during the school closure due to Coronavirus

### Principle:

This addendum should be read in conjunction with the full child protection and safeguarding policy for Sponne School and with the KCSIE 2019 document.

The aim is to ensure that the school always acts in the best interests of the student.

### Updated advice from the Local Authority

- Children who are deemed to be suffering or likely to suffer significant harm will continue to receive the intervention of specialist and statutory services as currently provided.
- Children referred into MASH who are children in need of support will be screened and a professional judgement applied regarding the level and type of intervention required.

### DSL Arrangements

- The DSL team is available as usual via email. Concerns should be raised with the relevant PLL initially and recorded on MyConcern in the usual way. If concerns are urgent then contact should be made immediately (i.e. within 30 minutes) with Emma Harris and/or Jacqui Goodall.
- On site DSL provision is available via Iain Massey on extension 109 or outside of school hours by email or telephone (07774 007601).
- Remember we all continue to be responsible for safeguarding and therefore if no DSL was available you would need to raise an immediate concern directly by phoning the MASH team on 0300 1261000.
- If you believed that a student was in immediate danger then contact the police on 999.

### Site Safety

The school remains open for the children of key workers and for vulnerable children. During this time there will be a rota of teachers and support staff available to supervise these students. This team will be led by one of the assistant headteachers and either Iain Massey or Catherine Underwood will be on site. In addition one site supervisor will be available, the chef will be in the canteen and the office will be manned by one member of staff.

- All entry will be via main reception and all staff and students will sign in and out.
- No volunteers (non-employees) will be used for supervision.
- Any contractors will have been approved already by Sue Wagstaff and/or Iain Massey. No others to be allowed on-site.
- If students from other local schools attend Sponne due to lack of provision elsewhere then appropriate information (e.g. contact and health details) will be obtained in advance.
- Only the LRC, W-block toilets, the YBR, the canteen and the school hall will be accessible to students. These areas will be cleaned at the end of each day.
- Social distancing guidance will be followed by all staff and students on site at all times.

### Attendance

An attendance register of all students on site each day will be maintained by Iain Massey. Information regarding numbers of staff and students on site will be recorded with the Trust and with the DfE.

## **Vulnerable Students**

- All students with an EHCP will be contacted by a Learning Facilitator at least once per week. This will be monitored by the SENDCo, Yvonne Farrell.
- Those students with social workers and other identified vulnerable students e.g. LAC, have been allocated a key contact who will maintain regular communication with home if they are not attending school.
- Contact will be recorded centrally and this will be monitored by the DSL, Emma Harris.
- The safeguarding team will meet each week virtually to ensure that all students are accounted for and safety issues raised.
- Contact with social workers and Northamptonshire's Virtual School will be maintained where required.
- Where contact cannot be made then the DSL, with support from the safeguarding team, will make a decision regarding referring this to the Local Authority or making a home visit.
- Home visits will only happen if identified vulnerable students cannot be contacted by telephone or email. Where a social worker is involved discussion will take place with them before the home visit occurs. A visit should include 2 members of staff and should take place using social distancing guidance. Where this fails to reassure staff then this will result in a referral to MASH or contact made to the police on 101 or 999.

## **Online Safety**

- The majority of work will be set via Google Classroom and contact with students should be through the available email communication systems.
- No staff should hold live online video screening. This should be pre-recorded and then uploaded. Where possible voice over should be used without the picture of the member of staff. Be aware that a picture could be screenshot and used for other purposes.
- All correspondence should be professional and should not involve other forms of social media communication such as WhatsApp.
- The safer care code of conduct for staff should be used as a basis for guiding student contact.