



## Education Child Protection/Safeguarding Policy

### **Addendum: Summary of any key COVID-19 Mitigation Planning, safeguarding and child protection changes**

This template addendum has been developed by the Derby and Derbyshire Safeguarding Children Partnership (DDSCP), in particular its two sub-groups (the Derby Education Hub and Derbyshire Safeguarding Education Sub Committee) to support schools to maintain and appropriately adapt their safeguarding roles and responsibilities. Derbyshire Education Improvement, Early Years Service have permission to tailor this addendum for Early Years Settings and Childminders in Derbyshire.

It must be tailored for the individual setting, and suit the individual circumstances of the education Early Years Setting, including Childminder, e.g. you can add in any additional guidance and/or Risk Assessment templates you may have been required to develop. You should include it with the existing setting's safeguarding and child protection policy, which it does not replace. You must make it available on your setting's website.

Early Years settings, including childminders should continue to follow their local procedures and continue to use the existing safeguarding mechanisms in place; both, in their setting and those set out by the Local Authority.

All education settings need to be familiar with updated Government COVID-19 Guidance as and when this is published. See [Coronavirus \(COVID-19\): guidance for schools and other educational settings](#)

This addendum should also reflect any updated advice from Derby and Derbyshire Safeguarding Children Partnership and from the Local Authority (for example: about children with Education, Health and Care (EHC) plans, the Local Authority Designated Officer and Children's Social Care, Reporting Mechanisms, Referral Thresholds and Children in Need).

Derbyshire Schools Net is the current primary source of obtaining this information and any changes: <https://schoolsnet.derbyshire.gov.uk/home.aspx>

Following the introduction of the Coronavirus Act, the Derby and Derbyshire Safeguarding Children Partnership has access to additional COVID Standalone Resources <https://www.proceduresonline.com/resources/covid19/> which contain relevant changes and information as they relate to key procedures. This information should NOT be used as a substitute for local directives and practitioners (regardless of setting) should contact their line manager for their organisation's latest guidance.

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**Name of setting:** Newton Solney C of E Infant School

**Author/s of addendum:** Derbyshire County Council and Heidi Elks

**Addendum approved by:**

<b>Name</b>	<b>Role</b>	<b>Date</b>
Heidi Elks	Headteacher	Jan 2021
Jane Thompson	Chair of Governors	Jan 2021

<b>Date addendum published by the setting and made available on the website</b>	Jan 2021
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**Addendum review dates and changes**

<b>Review date</b>	<b>By whom</b>	<b>Summary of changes made</b>	<b>Date implemented</b>

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### **Key Contacts during COVID-19 Arrangements**

<b>Role</b>	<b>Name</b>	<b>Contact details</b>
Designated Safeguarding Lead (DSL)	Heidi Elks	01283 703461
Deputy DSL(s)	Davinia Gamble Vicky Allan	01283 703461

**Contact details for all other key safeguarding agencies are as noted in the school/college safeguarding/child protection policy 2019/20**

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## 1. Context

From 20<sup>th</sup> March 2020 parents were asked by the Government 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, Colleges and all Childcare Providers were also asked to provide care for a limited number of children; this covered, children who are vulnerable, as well as those children whose parents are critical to the COVID-19 response and cannot be safely cared for at home.

The Early Years setting/Childminder, acknowledges the importance of remaining a safe place for children; however, the fewer children making the journey to, and the fewer children in educational settings, will protect the NHS and save lives by reducing the risks of spreading the virus.

This addendum of the Early Years setting/Childminder, Safeguarding/Child Protection Policy contains details of our individual safeguarding arrangements during our continued opening during lockdown.

<https://www.ddscp.org.uk/coronavirus-safeguarding-arrangements>

## 2. Scope and Definitions

This addendum applies during the period of school closure due to COVID-19, and reflects updated advice from our local safeguarding partners Derby and Derbyshire Safeguarding Children Partnership (Derbyshire County Council, Derby City Council, Derby and Derbyshire Clinical Commissioning Group, Tameside and Glossop Clinical Commissioning Group and Derbyshire Constabulary).

It sets out changes to our normal Safeguarding/Child Protection Policy in light of the Department for Education's Guidance collection for [Coronavirus \(COVID-19\): guidance for schools and other educational settings](#), and specifically [Coronavirus: safeguarding in schools, colleges and other providers](#).

### Vulnerable Children

Unless covered here, our normal Child Protection Policy continues to apply.

The Department for Education's (DfE's) [Coronavirus \(COVID-19\): guidance on vulnerable children and young people](#) defines 'Vulnerable Children' as those who:

- a. Have a Social Worker, this includes children who
  - Have a Child Protection Plan
  - Are looked after by the Local Authority
  - Have been assessed as being in need or otherwise meet the definition in Section 17 of the Children Act 1989
- b. Children and young people up to the age of 25 with Education, Health and Care (EHC) Plans.

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The Early Years setting/Childminder, 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. The lead person for this will be *(add details)*.

There is an expectation that vulnerable children who have a Social Worker will attend an education setting, so long as they do not have significant underlying health conditions that put them at risk. In circumstances where a parent/carer does not want to bring their child to an education setting, and their child is considered vulnerable, the Social Worker and the School/College will explore the reasons for this directly with the parent/carer.

See also DDSCP 'Managing risk to vulnerable people'

[https://www.ddscp.org.uk/media/derby-scb/content-assets/documents/procedures/guidance-docs/DDSCP\\_Briefing\\_Managing\\_Risk\\_to\\_vulnerable\\_children\\_FINAL\\_17.4.2020.pdf](https://www.ddscp.org.uk/media/derby-scb/content-assets/documents/procedures/guidance-docs/DDSCP_Briefing_Managing_Risk_to_vulnerable_children_FINAL_17.4.2020.pdf)

Where parents are concerned about the risk of the child contracting COVID-19, the Early Years setting/Childminder, or the Social Worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England.

The Early Years setting/Childminder, will encourage our vulnerable children and young people to attend Early Years setting/Childminder, including remotely if needed.

### **Support for children who are not 'Vulnerable' but where there are concerns**

Senior Leaders in the Early Years setting/Childminder, especially the Designated Safeguarding Lead (and Deputy), are aware of who our most vulnerable children are. They also have the flexibility to offer a place to those who do not meet the Department for Education's definition of 'Vulnerable' but where the Early Years Setting, including Childminder, has concerns. For example children who are receiving support through Early Help processes, on the edge of receiving Children's Social Care support or those who have had recent Social Worker involvement. *(Amend/add details of who these children might be)*

If these children will not be attending the Early Years setting a Contact Plan will put in place, as explained in Section 8 below.

### **3. Core Safeguarding Principles**

We will still have regard to the statutory Safeguarding Guidance, [Keeping Children Safe in Education](#) and relevant Government Coronavirus Guidance such as [Coronavirus: safeguarding in schools, colleges and other providers](#) to ensure we keep children safe.

Although we are operating in a different way to normal, we are still following these important safeguarding principles:

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- The best interests of children must always continue to come first
- If anyone has a safeguarding concern about any child, they should continue to act on it immediately
- A Designated Safeguarding Lead (DSL) or Deputy should be available at all times (see Section 4 for details of our arrangements)
- It is essential that unsuitable people are not allowed to enter the children's/education workforce and/or gain access to children
- Children should continue to be protected when they are online

The Early Years Setting, including Childminder, will, as far as is reasonably possible, take a whole institution approach to Safeguarding. This will allow us to ensure that any new policies and processes in response to COVID-19 are not weakening our approach to Safeguarding or undermining the Early Years Setting, including Childminder, Child Protection Policy.

#### 4. Reporting Concerns

**All staff and volunteers must continue to act on any concerns they have about a child immediately. It is still vitally important to do this.**

All staff will continue to work with the children's Social Workers, where they have one, to help protect vulnerable children.

It is vitally important that we continue to work together and share relevant safeguarding information to keep children safe

#### Contacts and Referrals

If you are concerned about the welfare of a child or young person or are worried they are being abused, you can make a referral to Children's Social Care. Wherever practicable, contact should be indirect, such as by telephone/video call or using the online referral form.

Unless there are serious concerns that a child is suffering or likely to suffer abuse and maltreatment, practitioners should use an Early Help Assessment to start the process of understanding the needs and strengths of the child and the parent/carers.

Professional judgements about visiting children and families to complete children in need assessments will balance considerations about:

- Risks to children and young people
- Risks to families
- Risks to the workforce

Social Workers and their managers will be making professional judgements of risk in each case and decide what form of contact a family may need to have by agencies (including the social worker) in

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order to ensure the safety of children. There are many ways to keep in touch with a child, or family without physical face-to-face contact.

There are circumstances where it will be necessary for social workers and other staff/agencies professionals to visit children in person. Where face to face contact is deemed necessary, practitioners should take account of Public Health England (PHE) advice on social distancing and minimising the spread of infection to keep safe both themselves and the family they are visiting.

## **Strategy Discussions**

Strategy discussions should be held by virtual means in order to co-operate with social distancing guidance requirements. The purpose of the strategy discussion/meeting is to determine the child's welfare and plan rapid future action if there is reasonable cause to suspect the child is suffering, or is likely to suffer, Significant Harm.

## **Child Protection Section 47 Enquiries**

Preparation for carrying out a Section 47 enquiry should include specific measures to see or speak to the child in line with local safeguarding procedures.

Children and families may feel anxious about infection risks. Where this anxiety is present and families are reluctant to engage with Social Workers, Social Workers and other agency professionals should make contact with families and explain why it is essential that they have access to the home, or to see and speak to the children, to ensure they are safe and well. This need not always be through a face to face visit, but should be sufficient to reassure key professionals that the child is not currently at risk of harm.

There may, of course, be other reasons why families may refuse access and where they do and there is a risk to the life of the child or a likelihood of immediate serious harm, Local Authorities should follow the immediate protection procedures set out in Working Together to Safeguard Children.

The management of risk should be recorded in line with the organisations Risk Mitigation plan for COVID-19.

**For the latest updates on the latest position on referring in, CiN and Early Help, Core Group/TAF meetings for Derby City and Derbyshire, we will regularly visit the DDSCP website: <https://www.ddscp.org.uk/>**

## **5. Designated Safeguarding Lead (and Deputy) Arrangements**

The Early Years Setting, including Childminder, will aim to have a trained DSL or Deputy DSL on site wherever possible.

Details of all Important Contacts are listed in the 'Important Contacts' section on Page 4 of this Addendum.



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*(Amend the following as necessary according to the arrangements you have in place)*

- If the Early Years Setting, including Childminder, DSL (or Deputy) cannot be in the School, arrangements will be made to contact them remotely. See Important Contacts on Page 4.
- If the Early Years Setting, including Childminder, DSL (or Deputy) is unavailable, a DSL will be shared with *(insert school name)*. Their DSL/Deputy contact details are located on the Important Contacts, on Page 4.
- All School/College staff and volunteers will be kept informed by *(email/other method of communication)* as to who will be the DSL (or Deputy) on any given day, and how to contact them.
- The Early Years Setting, including Childminder, will ensure that DSLs (and deputies), wherever their location, know who the most vulnerable children in our Early Years Setting, including Childminder, are.
- On occasions where there is no DSL or Deputy available on site, a Senior Lead from the Setting/School will take responsibility for co-ordinating Safeguarding. This will be *(insert member of SLT role and name)*. Their contact details are located in Important Contacts, Page 4.
- The Senior Lead will be responsible for liaising with the off-site DSL (or Deputy) to ensure they (the Senior Lead) 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
- *(Insert any other duties or arrangements for the on-site SLT lead)*

The Early Years Setting, including Childminder, acknowledges that opportunities for DSL training is very unlikely to take place during this period; the DDSCP Safeguarding face to face training events have been cancelled up until the end of May (this will be the subject of review). However, the option of online training will be explored, there are some e-learning opportunities and podcasts on the DDSCP website [training pages](#).

As outlined in the DfE Guidance (Coronavirus (COVID-19): safeguarding in schools, colleges and other providers); for the period COVID-19 measures are in place, a DSL (or Deputy) who has been trained will continue to be classed as a trained DSL (or Deputy) even if they are unable to undertake their refresher training.

Our Early Years settings, including Childminders, like others nationwide are facing unique challenges at this time. Where reasonably possible, the DSL (or Deputy) will consider these challenges in a child protection context.

## **6. Working with Other Agencies**

The Early Years Setting, including Childminder, will continue to work with Children's Social Care and with Virtual School Heads for Looked-After and previously Looked-After Children.

The Early Years Setting, including Childminder, will continue to update this Addendum as/when necessary, to reflect any updated guidance from:

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- Our Local Safeguarding Partners
- The Local Authority about children with Education, Health and Care (EHC) plans, the Local Authority Designated Officer and Children's Social Care, Reporting Mechanisms, Referral Thresholds and Children in Need

The following guidance is currently in place:

### **Multi-Agency Safeguarding Meetings (updated Information published on 25/03/2020)**

As from the 18<sup>th</sup> March all meetings (for example: Looked After Reviews, Child Protection Conferences, Children in Need Reviews) will take place virtually and no face to face conference/meetings will currently take place.

All attendees of meetings will be notified of how they will contribute the meeting and the Early Years Setting, including Childminder, will take steps to ensure that they are able to comply with these arrangements.

As there will be delays in circulating the records of such meetings, the Early Years Setting, including Childminder, representative will take notes of recommended actions.

For these statutory meetings to go ahead it is equally important that all professionals and especially the allocated Social Workers provide updated reports, care plans and review of arrangements, to these meetings. The Early Years Setting, including Childminder, will ensure this is a priority. All reports will be emailed using the current arrangements for these meetings taking place.

For Initial Child Protection Case Conferences and Review Conferences, partners will be expected to be available so that the Child Protection Managers (CPMs) can call them to discuss the children and issues of risk, enabling partners to contribute to the plan that the CPM will build based on information shared from all parties.

### **Derbyshire Community Response Unit**

As people become ill with COVID-19 and need to self-isolate their personal circumstances may mean they need some additional help.

The Community Response Unit (CRU) is for people who have no one else to support them. The CRU will be helping people to access food banks or shopping depending on their financial resources; they will help people access support for prescriptions; they will be signposting people to financial advice; and will be offering support for those in social isolation such as telephone befriending. This will be delivered by the Community and Voluntary Sector (CVS).

As CRU requests for help are triaged, if any children are identified as being vulnerable the CRU hub will liaise directly with Children's 'Starting Point' to support the triage of the children's needs.

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The CRU is not a service as such it is an enabler to help people who have no other support to be able to access local support through the CVS network . The CRU has linked up with District/Borough Councils, locality CVS's and key voluntary sector organisations who are coordinating voluntary support within communities.

Anyone who requires support can use the online form:

<https://www.derbyshire.gov.uk/social-health/health-and-wellbeing/health-protection/disease-control/coronavirus/community-response-unit/if-you-need-help/if-you-need-help.aspx> or telephone 01629 535091.

### **Derbyshire Early Help in communities is supported by the Early Help Transition Team**

The Derbyshire Early Help Transition Team will continue to support partner agencies with information, advice and guidance in Early Help. We will stay in contact with our local teams who can assist us and early help, this includes:

- Collating a list of local voluntary services in each community; e.g. Foodbanks, CAB sessions and family support voluntary organisations.
- Contact details for a wide range of validated national organisations has been compiled for partners; including the full range of parenting support and mental health support services.
- Early Help Advisors continue to provide support for partners online and have produced bitesize support sessions that partners can use online with children and families.
- Early Help Advisors maintain links with School Early Help leads.
- Children Centres: provide online support for 0-5 year olds and have posted on their Facebook pages updated information advice and guidance for parents including signposting to key support agencies.

### **Locality Early Help Teams (0-19yrs) Providing Targeted Support Including Childrens Centres**

The Early Years Setting, including Childminder, will continue to make the appropriate referrals for targeted Early Help support for our children and families. The Locality Early Help teams are receiving referrals from Starting Point and these will be allocated at virtual VCM meetings. They will have close liaison with the Mental Health preventative services, and these teams are now completing Team Around the Family in a virtual meeting with families and professionals.

The Early Years setting/Childminder, are aware that there is continued targeted Early Help across the County. Community based groups in centres and youth groups are now closed in accordance with COVID-19 guidance. Contact with Children, Young People and Families has therefore, moved to using technology to provide online contact e.g. Skype, WhatsApp or FaceTime and phone call support.

These practitioners have developed creative solutions to maintain engagement and also provide interactive resources for children and families to use. Regular appointments are made to continue

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the family support work and the video conferencing and FaceTime facilities enable a tour around the home to support with maintaining family routines.

Practitioners are converting many evidence based tools into online interactive resources and finding new ways to deliver programmes such as:

- ECAT: Every Child a Talker, speech and language development.
- School Readiness programmes
- Solihull Parenting Approach.
- Stronger Families Safer Children: Systemic approach.

A range of Mental Health resources have been made available to the Early Help teams to provide guidance to parents and carers on managing the anxiety and family dynamics of social distancing and self-isolation. These resources will become good guides for practitioners and parents if families begin to experience inter-parental conflict or conflict with children.

Childrens Services has clear guidance on home visit arrangements and if a family does require home visits, then practitioners will undertake these where appropriate based on COVID-19 guidance at the time.

## **Young Carers**

We are aware that vulnerable children as defined, include children who are young carers. Derbyshire Carers Association, commissioned via DCC, will be continuing to provide support for young carers and their families during the coronavirus pandemic. They will offer advice to any new referrals. 01773 833833 or email: [youngcarers@derbyshirecarers.co.uk](mailto:youngcarers@derbyshirecarers.co.uk)

We will support young carers to attend and stay in school where possible. We are aware that an extended period of time at home could increase the amount of caring the child is doing, impacting on them emotionally and physically.

## **7. Monitoring attendance**

The Early Years Setting, including Childminder, and Social Workers will agree with parents/carers whether Children in Need should be attending settings. The Early Years Setting, including Childminder, will then follow up on any child that they were expecting to attend, who does not. The Early Years Setting, including Childminder, 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.

To support the above, the Early Years Setting, including Childminder, will, when communicating with parents/carers, confirm emergency contact numbers are correct and ask for any additional emergency contact numbers where they are available.

In all circumstances where a vulnerable child does not take up their place at an arranged setting or discontinues, the Early Years Setting, including Childminder, will notify their Social Worker.

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In the case of vulnerable children sharing provision with other settings, the receiving setting should have an arrangements in place on how best to share information and follow up with parents if there are any issues e.g. non-attendance.

The Early Years Setting, including Childminder, will work within the social distancing advice the Government has provided for children in school:

<https://www.gov.uk/government/publications/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings>

## 8. Safeguarding For Children Not Attending School

### Contact Plans

The Early Years Setting, including Childminder, have contact plans for children with a Social Worker and children who they have safeguarding concerns about, for circumstances where:

- They won't be attending the setting or Childminder, (for example where the setting parent/carer and Social Worker, if relevant, have decided together that this wouldn't be in the child's best interests); or
- They would usually attend but have to self-isolate

These plans set out:

- How often the Early Years Setting, including Childminder, will make contact
- Which staff member(s) will make contact
- How they will make contact
- *Add in anything else you'll include in plans here*

The Early Years Setting, including Childminder, have agreed these plans with Children's Social Care where relevant, and will review them (*insert how often you'll review the plans*).

If the Early Years Setting, including Childminder, are unable to make contact with the child(ren), we will (*insert measures, for example contacting children's social care or the police*).

## 9. Children attending other settings

Where children are temporarily required to attend another setting, the Early Years setting/childminder will ensure the receiving Early Years setting/childminder is provided with any relevant welfare and child protection information.

Wherever possible, the Early Years setting/Childminder, DSL (or Deputy) and/or Special Educational Needs Co-ordinator (SENCO) will share, as applicable:

- The reason(s) why the child is considered vulnerable and any arrangements in place to support them
- The child's EHC plan, Child in Need Plan, Child Protection Plan or Personal Education Plan
- Details of the child's Social Worker

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- Details of the Virtual School Head
- Where the DSL, Deputy or SENCO is unable to share this information, the Early Years setting Senior Leader(s) or Childminder, identified in Key Contacts will do this.

The Early Years Setting, including Childminder, will share this information before the child arrives as far as is possible, and otherwise as soon as possible afterwards.

## **10. Safeguarding all children**

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

Staff and volunteers will continue to be alert to any signs of abuse, or effects on children's mental health that are also safeguarding concerns, and act on any concerns immediately. In particular, children are likely to be spending more time online (see Section 12 below).

## **11. Peer on peer abuse**

We will continue to follow the principles set out in Part 5 of Keeping Children Safe in Education. <https://www.gov.uk/government/publications/child-sexual-exploitation-definition-and-guide-for-practitioners> and local [multi-agency safeguarding children procedures](#), in particular [Children who Present a Risk of Harm to Others](#) as well as those outlined within the Early Years Setting, including Childminder, Child Protection/Safeguarding Policy, when managing reports and supporting victims of peer-on-peer abuse.

Staff should continue to act on any concerns they have immediately.

The Early Years Setting, including Childminder, recognises that during the partial closure a revised process may be required for managing any report of such abuse, and support to victims. See:

<https://www.ddscp.org.uk/coronavirus-safeguarding-arrangements>

The Early Years Setting, including Childminder, will listen and work with the young person, the alleged abuser, parents/carers and any multi-agency partner required to ensure the safety and security of the young person and that of the alleged perpetrator.

Concerns and actions must be recorded.

*(Note any changes in your procedures, e.g. who to contact, how investigations will be carried out, how you'll support victims during setting closure.)*

## **12. Online Safety**

### **In setting**

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The Early Years Setting, including Childminder, will continue to have appropriate filtering and monitoring systems in place. Where children are using computers in setting, appropriate supervision will be in place.

### **Outside school**

Where staff are interacting with children online, they will continue to follow the Early Years Setting, including Childminder, existing Staff Behaviour Policy/Code of Conduct (*amend as applicable*).

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/Safeguarding Policy and where appropriate referrals should still be made to Children's Social Care and the Police if required.

Online teaching will follow the same principles as set out in the staff Code of Conduct Policy and the Behaviour Policy.

The Early Years Setting, including Childminder, will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements.

The Early Years Setting, including Childminder, will consider guidance as detailed below when posting online e.g. reading a story, especially where webcams are involved:

- Practitioners must wear suitable clothing
- Any computers used should be in appropriate areas, for example, not in bedrooms; and the background should be plain.
- Language must be professional and appropriate, including any family members in the background.

The Early Years Setting, including Childminder, will work with any further guidance issued by the Local Authority in respect to remote working and learning, and when using online to communicate with children and their families.

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.

The Early Years Setting, including Childminder, will ensure children know how to report any concerns they have back to the setting, and signpost them to other sources of support if required.

### **Working with Parents and Carers**

The Early Years Setting, including Childminder, will ensure parents and carers:

- Are aware of the potential risks to children online and the importance of staying safe online.

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- Are aware of what the Early Years Setting, including Childminder, is asking children to do online, including what sites they will be using and who they will be interacting with from our setting.
- Know additional resources that are available for support to keep their children safe online.

The Early Years settings/Childminder, will work within any further local guidelines issued to Schools/Colleges/Education settings around Video Conferencing and Remote Learning (e.g. Zoom, Microsoft Teams) during the COVID-19 Outbreak.

### **13. Mental Health and Well-being**

The Early Years setting/Childminder, will also signpost all families/carers and staff to other resources to support good mental health at this time.

The Derbyshire Early Help teams are closely aligned with the Mental Health Specialist Community Advisors and they will work together to provide the most appropriate support for children and families during the current COVID-19 pandemic.

This will include online support from preventative services, specialist services and if appropriate the Crisis Teams will support children.

Resources are available and have been especially adapted to support children who may be anxious during social distancing and self-isolation; these are available from the DCC website and school staff can be guided to these resources by the local Early Help Teams:

<https://www.derbyshire.gov.uk/social-health/health-and-wellbeing/health-protection/disease-control/coronavirus/schools/schools-parents.aspx>

<https://www.mentallyhealthyschools.org.uk/media/1960/coronavirus-mental-health-and-wellbeing-resources.pdf>

### **Supporting Children Not in Setting or School**

The Early Years setting/Childminder, is committed to ensuring the safety and wellbeing of all its children and young people.

Where the DSL has identified a child to be on the edge of social care support, or who would normally receive pastoral type support, they should ensure that a robust contact plan and risk assessment is in place for that child or young person.

Details of this plan must be recorded, as should a record of contacts that have been made.

The contact plans can include; remote contact, phone contact, door step visits. Other individualised contact methods should be considered and recorded.

The Early Years Setting, including Childminder, and its DSL will work closely with all stakeholders to maximise the effectiveness of any contact plan.



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This plan and risk assessments must be reviewed regularly (at least once a fortnight) and where concerns arise, the DSL will consider any referrals as appropriate.

The Early Years Setting, including Childminder, will share safeguarding messages on its website and social media pages.

The Early Years setting/Childminder, recognises that education is a protective factor for children and young people, and the current circumstances, can affect the mental health of children and their parents/carers. Practitioners at the Early Years Setting/childminder need to be aware of this in setting expectations of children's play activities/games when they are at home.

The Early Years Setting, including Childminder, 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. This will be bespoke to each child and recorded.

The Early Years Setting, including Childminder, is committed to ensuring the safety and wellbeing of all its children.

The Early Years Setting, including Childminder, will continue to be a safe space for all children to attend and flourish. The Headteacher/Principal will ensure that appropriate staff are on site and staff to learner ratio numbers are appropriate, to maximise safety.

The Early Years setting/childminder 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.

The Early Years Setting, including Childminder, will ensure that where they care for children of critical workers and vulnerable children on site, will ensure appropriate support is in place for them. This will be bespoke to each child and recorded.

#### **14. Domestic Abuse**

The current COVID-19 measures being taken are likely to increase the stress on family life and it is expected that domestic abuse incidents are likely to rise.

As with any concern about a child the Early Years Setting, including Childminder, will take steps to ensure the child is safe. In all cases the Early Years setting/Childminder, will review what they know about the child and their family, following usual policies and procedures.

#### **15. Staff Recruitment, Movement of Staff, Training and Induction**

##### **Recruiting New Staff and Volunteers**

## Controlled upon completion

- The Early Years setting, including Childminder, will continue to recognise the importance of robust safer recruitment procedures, so that adults and volunteers who work in our school are safe to work with children.
- The Early Years Setting, including Childminder, will continue to follow safer recruitment procedures, and have regard to Part 3 of Keeping Children Safe in Education.
- In urgent cases, when validating proof of identity documents to apply for a DBS check, The Early Years setting/childminder will initially accept verification of scanned documents via online video link, rather than being in physical possession of the original documents. This approach is in line with revised guidance from the DBS.
- New staff must still present the original documents when they first attend work at the school.
- The Early Years Setting, including Childminder, will continue to undertake the usual checks on new volunteers, and to carry out Risk Assessments to decide whether volunteers who are not in regulated activity should have an enhanced DBS check, in accordance with paragraphs 167-172 of Keeping Children Safe in Education.
- Where new staff are recruited, or new volunteers enter the Early Years Setting, including Childminder, they will continue to be provided with a Safeguarding Induction.

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, the Early Years Setting, including Childminder, 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 the Early Years Setting, including Childminder, is utilising volunteers, they 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.

### **Staff 'on loan' from Other Settings**

If staff are deployed from another education or children's workforce setting the Early Years Setting, including Childminder, will take into account the DfE supplementary guidance on Safeguarding Children during the COVID-19 pandemic and will accept portability by seeking assurances from the current employer 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

As well as seeking assurance from the 'loaning' Early Years setting/childminder that staff have had the appropriate checks; the setting will also assess the risks of staff 'on loan' working in the Early years setting, and. *(Add who will do these risk assessments.)*

The Early Years Setting, including Childminder, will also use the DBS Update Service, where these staff have signed up to it, to check for any new information.

Controlled upon completion

## **Safeguarding Induction and Training**

The Early Years Setting, including Childminder, will make sure loaned staff and volunteers are aware of changes to the procedures and local Early Years Setting, including Childminder, arrangements.

New staff and volunteers will continue to receive:

- A Safeguarding Induction
- A copy of the Early Years Setting, including Childminder, Child Protection Safeguarding Policy (and this addendum)
- Keeping Children Safe in Education (part 1)

The Early Years Setting, including Childminder, will decide on a case by case basis what level of Safeguarding Induction staff 'on loan' need. In most cases, this will be:

- A copy of the Early Years Setting, including Childminder, Child Protection/Safeguarding Policy and this addendum
- Confirmation of local processes
- Confirmation of DSL arrangements

The Early Years setting will pay regard to:

Their Child Protection policy and safeguarding procedures. Model policies and procedures are on Derbyshire Schoolsnet:

<https://schoolsnet.derbyshire.gov.uk/teaching-learning-and-school-governance/early-years-quality-team/safeguarding.aspx>

## **16. Keeping Records of who is on Site**

Whilst acknowledging the challenge of the current environment, it is essential from a safeguarding perspective that any Early Years Setting, including Childminder, is aware on any given day which staff/volunteers will be in the Early Years Setting, including Childminder,. They will also ensure that appropriate checks have been carried out, especially for anyone engaging in regulated activity. As such, the Early Years Setting, including Childminder, will continue to keep their central record up to date as outlined in paragraphs 148 to 156 in KCSIE.

The central record will provide the means to log everyone that will be working or volunteering in an Early Years Setting, including Childminder, on any given day, including any staff who may be on loan from other institutions. The central record will be used to log details of any Risk Assessments carried out on volunteers and staff on loan from elsewhere. *(Change this paragraph if you're going to use a different way of logging who's in school each day and any risk assessment s)*

## **17. Concerns about a staff member or volunteer**

Controlled upon completion

The Early Years setting/childminder will continue to follow the principles set out in Part 4 of Keeping Children Safe in Education, the School/College Policies and the local Multi-Agency Safeguarding Children Procedures, [Managing Allegations against Staff, Carers and Volunteers](#).

Staff should continue to act on any concerns they have immediately. There are no practice changes as to how a referral is made to the Derbyshire LADO. Forms are completed and sent into: [Professional.Allegations@derbyshire.gov.uk](mailto:Professional.Allegations@derbyshire.gov.uk)

The Early Years Setting, including Childminder, will continue to follow their legal duty to refer to the Disclosure and Barring Service (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.

## **Staff Absence**

Where the Early Years Setting, including Childminder, has concerns about the impact of staff absence – such as our Designated Safeguarding Lead or First Aiders, this will be discussed immediately with the Owner/Manager/Deputy.

## **18. Monitoring Arrangements**

This policy will be reviewed and updated as Guidance from the Local Safeguarding Partners, other relevant agencies or DfE is received, and as a minimum (*insert interval, we recommend every 3-4 weeks*) by (*name/job title of individual*). At every review, it will be approved by the full committee/trustees/governors/owners.

## **19. Links with other policies**

This policy links to the following policies and procedures:

- Child Protection/Safeguarding
- Staff Behaviour Policy/Code of Conduct
- Health and Safety
- Behaviour Management, including Mental Health and Behaviour
- First Aid
- Online safety and other associated issues,
- Safer Recruitment and Selection
- Managing Allegations against Staff, including volunteers and incorporating 'duty to refer'
- Complaints Procedure
- Information sharing
- Whistle blowing