



# COVID-19 school closure arrangements for Safeguarding and Child Protection at Maghull High School

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## 1. Context

From 20 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 Maghull High School's Safeguarding and Child Protection policy contains details of our individual safeguarding arrangements during this unprecedented time.

## 2. Key contacts

Role	Name	Email
Designated Safeguarding Lead	Marie Bennett	bennettm@maghullhigh.com
Assistant DSL	Robyn Watson	watsonr@maghullhigh.com
Assistant DSL	Laura Lindley	lindleyl@maghullhigh.com
Headteacher	Davina Aspinall	aspinalld@maghullhigh.com
Chair of Governors	Geoff Howe	howeg@maghullhigh.com
Sefton Designated Lead Education/Safeguarding	Tracy McKeating	Tracy.mckeating@sefton.gov.uk
Local Authority Designated Officer	Tracey Holyhead	Tracey.holyhead@sefton.gov.uk

Mobile phone numbers of all DSLs and the Headteacher are shared with all members of the safeguarding team.

## 3. 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 (EHC) plans.

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.

Those with an EHC plan will be risk-assessed in consultation with the Local Authority and parents, to decide whether they need to continue to be offered a school or college 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 with EHC plans 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 the Designated Safeguarding Lead (and assistants) 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.

Maghull High 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. The lead people for this will be Marie Bennett and Robyn Watson.

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 school will explore the reasons for this directly with the parent.

Where parents are concerned about the risk of the child contracting COVID19, Maghull High School or the social worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England. Maghull High School will encourage our vulnerable children and young people to attend a school, including remotely if needed and will monitor their engagement with home learning.

## 4. Children currently open to early Help

Children currently being supported by Early Help will largely not attend school during this period, however, if our school have any specific concerns regarding a child open to Early Help, in the first instance schools should discuss any



concerns they have with Tracy McKeating LA DSL Education Safeguarding who can be contacted on 07837863075 or at [tracy.mckeating@sefton.gov.uk](mailto:tracy.mckeating@sefton.gov.uk) . Support for Early Help can also be accessed from the Family Wellbeing Centres in Sefton. There are 3 currently operating across North, Central and South Sefton.

North Locality	Talbot Street Family Well Being Centre St Andrew Place PR8 1HR	01704 534975
Central Locality	Netherton Family Well Being Centre Magdalen Square, Bootle L30 5QH	0151 282 1405
South Locality	Marie Clark Family Well Being Centre Linacre Lane Bootle L20 5A	0151 330 5260

### 5. Children no currently known to Early Help or Children’s Social care

In the event a school has concerns about a child not currently known to either Early Help or CSC, a referral can be made into the MASH in the usual way. If a school/professional has concerns about a child that relate specifically to Covid19, at this time CSC would encourage professionals to ring the MASH for a conversation about individual cases before completing a referral.

### 6. 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. Maghull High School and social workers will agree with parents/carers whether children in need should be attending school and the school will then follow up on any pupil that we were expecting to attend, who does not. Maghull High School will also follow up with any parent/carer who has arranged care for their child(ren) and the child(ren) subsequently do not attend. The DSL/assistant DSLs will make daily phone calls to monitor the engagement in learning and wellbeing of vulnerable pupils working at home and the Deputy Headteacher will monitor the engagement of all other pupils, in liaison with the wider pastoral team. To support the above, Maghull High School 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 school, or discontinues, Maghull High School will notify their social worker immediately.

If Maghull High School has any children in attendance (e.g. because they are vulnerable or their parent(s) / carers are critical workers) we will submit the daily attendance sheet to the DfE by 12 noon -

<https://www.gov.uk/government/publications/coronavirus-covid-19-attendance-recording-for-educational-settings>

### 7. Designated Safeguarding Lead

Maghull High School has a Designated Safeguarding Lead (DSL) and a two assistant DSLs.

**The Designated Safeguarding Lead** is: Marie Bennett

**The Assistant Designated Safeguarding Leads** are: Robyn Watson and Laura Lindley

The optimal scenario is to have a trained DSL (or assistant) available on site. Where this is not the case, a trained DSL (or assistant) will be available to be contacted via phone or online video - for example when working from home. Where a trained DSL (or assistant) 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 records in school, making daily contact with vulnerable pupils and their families, liaising with the local authority and with the offsite DSL (or assistant) as required. This may also involve liaising with children’s social workers where they require access to children in need and/or to carry out statutory assessments at the school or college. It is important that all staff and volunteers have access to a trained DSL (or assistant). On each day, staff on site will be made aware of that person is and how to speak to them. The DSL (or assistant) will continue to engage with social workers, and attend all multi-agency meetings, which can be done remotely.



## 8. 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 to the DSL (or assistant), which can be done remotely. Staff should email the Designated Safeguarding Lead a copy of the safeguarding form. Staff are reminded of the need to report any concern immediately and without delay. Staff should expect to receive an acknowledgement email from the DSL (or assistant). Where staff are concerned about an adult working with children in the school, they should use the same procedure – file the concern on a safeguarding form to the DSL.

Concerns around the Headteacher should be directed via email to the Chair of Governors: Mr Geoff Howe.

## 9. Safeguarding training and induction

DSL training is very unlikely to take place whilst there remains a threat of the COVID 19 virus. For the period COVID-19 measures are in place, a DSL (or assistant) who has been trained will continue to be classed as a trained DSL (or assistant) even if they miss their refresher training. All existing school staff have had safeguarding training and have read part 1 of Keeping Children Safe in Education (2019). The DSL should communicate with staff any new local arrangements, so they know what to do if they are worried about a child. Where new staff are recruited, or new volunteers enter Maghull High School, they will continue to be provided with a safeguarding induction.

If staff are deployed from another education or children's workforce setting to our school, 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

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

## 10. Safer recruitment/volunteers 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, Maghull High School will continue to follow the relevant safer recruitment processes outlined in our Safer Recruitment Policy and 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 we 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. We 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. Maghull High School 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](mailto: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, Maghull High School will continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE.

## 11. Supporting children not in school

Maghull High School is committed to ensuring the safety and wellbeing of all of 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 intensive pastoral support in school, they will ensure that a robust communication plan is in place for that child or young



person. Written records should be kept of remote contact, daily phone contact and doorstep visits, if made. Other individualised contact methods should be considered and recorded. Maghull High School and its DSL will work closely with all stakeholders to maximise the effectiveness of any communications. The plan for any such pupils must be reviewed regularly (at least once a fortnight) and where concerns arise, the DSL will consider any referrals as appropriate.

The school will share safeguarding messages on its website, social media pages and through ConnectEd. Maghull High School recognises that school is a protective factor for children and young people and that current circumstances can affect the mental health of pupils and their parents/carers. Teachers need to be aware of this in setting expectations of pupils' work where they are at home. Maghull High School 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 on SIMs as appropriate.

## **12. Supporting children in school**

Maghull High School is committed to ensuring the safety and wellbeing of all its students. We will continue to be a safe space for all children 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. We 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. Maghull High School 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 on SIMs as appropriate. Where concerns arise about the impact of staff absence – such as our Designated Safeguarding Lead or first aiders – they will be discussed immediately within the twice daily Critical Incident Management Team meetings.

## **13. First Aid – Impact of staff absence**

If our school does not have a first aider on site during opening hours, we will inform the Local Authority. As a school we will liaise and link with other schools in the local area to ensure we have first aid support. Advice can be sought from St John Ambulance Service at <https://www.sja.org.uk/get-advice/>

## **14. Children who attend or transfer to another setting**

If children from our school are attending another setting, we will provide the school with any relevant child protection/welfare information. This will include access to a vulnerable child's EHC plan, child in need plan, child protection plan, early help plan or, for looked-after children, their personal education plan and know who the child's social worker (and, for looked-after children, who the responsible virtual school head is). We will envisage this to happen before a child arrives and, where that is not possible as soon as reasonably practicable. For looked-after children, changes will be managed by the Local Authority Virtual School Head who has responsibility for the child.

## **15. Peer on peer abuse**

Maghull High School recognises that during the closure a revised process may be required for managing any report of such abuse and supporting victims. Where a school 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 and Safeguarding Policy. The school will listen to and work with the young person, parents/carers and any multi-agency partner required to ensure the safety and security of that young person.

Concerns and actions must be recorded on the pupil's safeguarding file and appropriate referrals made.

## **16. Domestic Abuse - Coronavirus (COVID-19): support for victims of domestic abuse**

At our school we acknowledge that the order to stay at home can cause anxiety for those who are experiencing or feel at risk of domestic abuse. Domestic abuse is unacceptable in any situation, no matter what stresses you are under. For anyone who feels they are at risk of abuse, it is important to remember that there is help and support available.



<https://www.gov.uk/government/publications/coronavirus-covid-19-and-domestic-abuse/coronavirus-covid-19-support-for-victims-of-domestic-abuse>

We will, as a school, contact Sefton Women's and Children Aid (SWACA) to access free confidential support for women, children and young people throughout Sefton who are experiencing domestic abuse. Due to COVID 19 they are offering support via phone and email.

**Tel:** 0151 922 8606

**Text:** 07779745594

**Email:** [help@swaca.com](mailto:help@swaca.com)

The team is available **Monday, Tuesday & Thursday** 9.30am – 5.00pm

**Wednesday** 9.30am – 7.00pm **Friday** 9.30am – 3.00pm

## 17. Mental Health

Maghull High School recognises that school is a protective factor for children and young people and the current circumstances can affect the mental health of pupils and their parents/carers. Teachers need to be aware of this in setting expectations of pupils' work where they are at home.

At Maghull High School we understand that children, young people and their families will be anxious and this can affect children's emotional health and well-being and their overall mental health. The Phoenix Centre are regularly sharing information to support mental health and emotional wellbeing but if any member of staff has any concerns, they should let the DSL know.

The Government has issued guidance for parents and carers in relation to children and young people's mental health and well-being. This can be found at

<https://www.gov.uk/government/publications/covid-19-guidance-on-supporting-children-and-young-peoples-mental-health-and-wellbeing/guidance-for-parents-and-carers-on-supporting-children-and-young-peoples-mental-health-and-wellbeing-during-the-coronavirus-covid-19-outbreak>

## 18. Merseyside Police

Maghull High School continues to work in partnership with Merseyside Police. We are committed to publishing information produced by Merseyside Police in relation to COVID 19 to protect and safeguard our school community. We will also be reporting to the police any information we receive as a school that may involve any criminal activity that is taking place including anti-social behaviour outside of school.

## 19. Support from the LA/ Senior Leadership in School

The Senior Leadership will provide support and guidance as appropriate to enable the DSL to carry out their role effectively. This includes accessing Child Protection files for the purpose of quality assurance, support, guidance and direction. The Senior Leadership will also provide regular group and individual supervision sessions. This may take the form of an online meeting.

The LA Designated Lead for Education, Tracy McKeating will provide direct support for Designated Leads across all schools in Sefton.



## 20. Useful Contacts:

NAME	TELEPHONE NUMBER
Addaction	<b>0707983430995</b>
Bully Busters	0800 169 6928
CAMHS (single point of access)	0151 282 4527
CATCH 22 CE	0151 934 2535
Channel Co-ordinator Claire Wright	0151 777 8328
Children Missing Education Co-ordinator Carole Blundell	0151 934 3181
Virtual Head teacher	0151 934 2226
Education Safeguarding Tracy McKeating	07837863075
Housing Options	<b>0151 934 3541</b>
Independent Domestic Abuse Advisors	<b>0151 934 5142</b>
Local Authority Designated Officer (LADO) Tracey Holyhead	0151 934 3783 Mob: 07814059604
LSCB Administrator Donna Atkinson	0151 934 4706
LSCB Business Manager Deb Hughes	0151 934 4706
Merseyside Police	101/emergency 999
Multi-Agency Safeguarding Hub (MASH)	0151 934 4013/ 4481.
Out of Hours Service	0151 934 3555.
Parenting 2000	01704 380047/0151 932 1163
Rape & Sexual Abuse Centre [RASA] Sefton	0151 558 1801
Sefton Women & Children's Aid (SWACA)	0151 922 8606
SEND Debra Vis	0151 934 2462
VENUS	<b>0151 474 4744</b>



## Contacts for children who go to school in Sefton but live in neighbouring Local Authorities

Local Authority	Telephone number	Out of hours
Knowsley MASH	0151 443 2600	0151 443 2600 (same as MASH)
Lancashire Care Connect	<b>0300 123 6720</b>	0300 123 6722
Liverpool Care Line	0151 233 3700	0151 233 3700 (same as Care Line)

### 21. Review of the Child Protection and Safeguarding Policy

At the present time, things continue to evolve and change daily and in the coming days advice from Central Government may change again. We will continue to keep this policy under regular review and consult closely with the Local Authority regarding these arrangements to ensure they continue to provide an effective and helpful response for children and families in our school.

### 22. Further Support

The Department for Education COVID-19 helpline is available to answer questions.

Email: [DfE.coronavirushelpline@education.gov.uk](mailto:DfE.coronavirushelpline@education.gov.uk)

Telephone: 0800 046 8687

Lines are open Monday to Friday from 8am to 6pm and weekends 10am to 4pm.

If you work in a school, please have your unique reference number (URN or UK PRN) available when calling the hotline.

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

<https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-vulnerable-children-and-young-people>

[Children's guide to coronavirus](#) which aims to answer children's questions about coronavirus, tell children how to stay safe and protect other people and how to help them make the best of their time at home. [This can be found at https://www.childrenscommissioner.gov.uk/publication/childrens-guide-to-coronavirus/](#)

[Sefton LSCB for the most up-to-date safeguarding information. You can access this at https://seftonlscb.org.uk/lscb](https://seftonlscb.org.uk/lscb)