

ANNEX - COVID-19 SAFEGUARDING & CHILD PROTECTION

This annex does not replace the Academy's existing child protection policy and should be used in conjunction with its existing safeguarding policies.

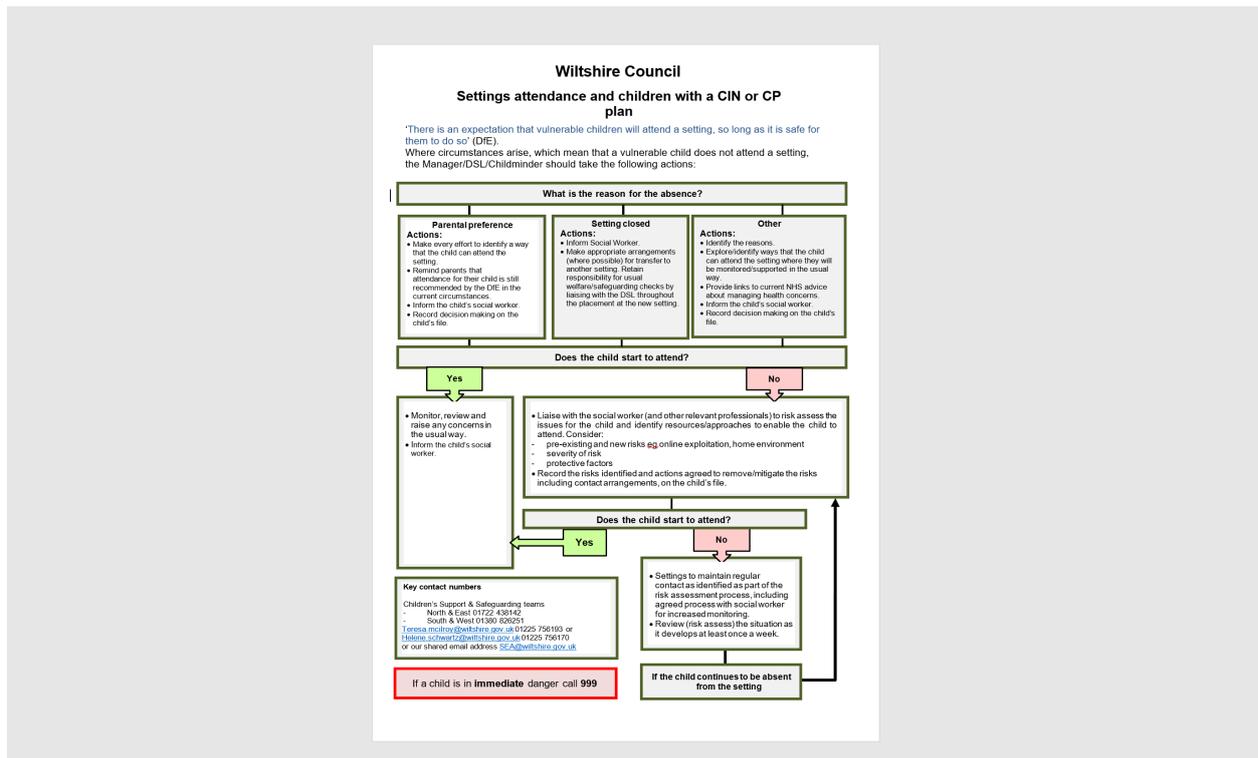
The way (insert school name) is currently operating in response to coronavirus (COVID-19) is fundamentally different to business as usual, however, a number of important safeguarding principles remain the same:

- The best interests of children must always continue to come first.
- If anyone in a school or college has a safeguarding concern about any child they should continue to act and **act immediately**. This can be done by contacting any of the following:
 - (insert staff name) DSL – telephone and email
 - (insert staff name) DDSL – telephone and email
 - (insert staff name) (Designated teacher for LAC) telephone and email

If you are unable to get hold of any of these staff members, you must ring the **MASH/Gateway team on (insert telephone number)** or if you feel the child is at **risk of immediate harm 999**. The safeguarding team will continue to meet (remotely) every (date & time) where any concerns or communications will be fed in, discussed and actioned.

1. Child Protection

All staff have a copy of the schools 'key safeguarding' document which highlights all pupils who are CP, CIN, LAC or at risk in relation to specific safeguarding concerns. This document is updated weekly ensuring all staff have a clear idea of which children are at risk or vulnerable to significant harm. **All relevant (safeguarding related) communication with the parent/s/carers should be logged on CP POMS? and DSL name and DDSL name copied in.** This information, where relevant will be shared within a multi-disciplinary and social care framework. This protocol follows the local safeguarding guidance, set out below: (Local safeguarding flow chart to be added)



All pupils at the Academy are risk assessed. This risk assessment is dynamic and changes dependent on the information and need of the child.

2. Designated Safeguarding Lead

The optimal scenario for any school or college providing care for children is to have a trained DSL or deputy available on site. At certain times this will not be the case at (school name). However, there will always be a member of staff who is advanced (Level 3) trained on site and the DSL (Name) and DDSL (Name) are contactable at any time on the above numbers. The following staff should be consulted (when they are leading on site) if a concern arises whilst a pupil is accessing school based provision or access is needed to the Academy's child protection files:

- Names of trained staff

3. Staff training and induction

Where new staff are recruited, or new volunteers enter the school or college, they will continue to be provided with a safeguarding induction, delivered by (Name). The Academy's child protection policy and part one of Keeping Children Safe in Education (2019) will support this process.

4. 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. If the Academy is recruiting new staff, we will continue to follow our relevant safer recruitment processes which includes reference to the relevant sections in part 3 of Keeping Children Safe in Education (2019). A vital aspect of this recruitment is DBS checks. Currently the DBS ID checking guidance has changed for a temporary period. This change has enabled the Academy to check ID documents over video link and scanned images to be used in advance of the DBS check being submitted.

5. Mental Health

Negative experiences and distressing life events, such as the current circumstances, can affect the mental health of pupils and their parents. Staff are aware that children, parents/carers and families may find the current circumstances challenging and need access and signposting to specific support.

Apps and on-line sites for Mental Health wellbeing and support.

Anxiety UK – 08444775774

Bipolar UK – www.bipolaruk.org.

CALM - <https://www.thecalmzone.net/help/get-help/> - for men

Child line – 08001111

Community mental health service (CAMHS) – 01865 903777 (Melksham) – online link for information and self-referral form <https://www.oxfordhealth.nhs.uk/camhs/carers/>

Depression – www.depressionalliance.org

Domestic violence helpline – 08082000247

Eating disorders (Adults) – 08456341414

Eating disorders (Children) – 03456347650

Family lives (Deal all aspects of parenting Inc. bullying) – 08088002222

FRANK (Confidential drugs advice service) – 03001236600

<https://www.giveusashout.org/> - text helpline for anxiety

MIND (Mental health problems helpline) 03001233393 - <https://www.mind.org.uk/information-support/helplines/>

NSPCC – 08088005000

OCD UK – 08451203778

PAPYRUS (Young suicide prevention society) – 08000684141

Relate (relationship advice) – 03001001234

Rethink mental illness – 03005000927

Samaritans – 116123 <https://www.samaritans.org/how-we-can-help/contact>

UK Drugs helpline – 08000241477

Young minds – <https://youngminds.org.uk/about-us/>

<https://www.youtube.com/watch?v=ilpvdMVnfGs&t=12s>

<https://www.calm.com/blog/take-a-deep-breath>

<https://www.stopbreathethink.com/blog/>

<https://www.facebook.com/stopbreathethink>

Apps

Headspace

Calm

SAM

Happify

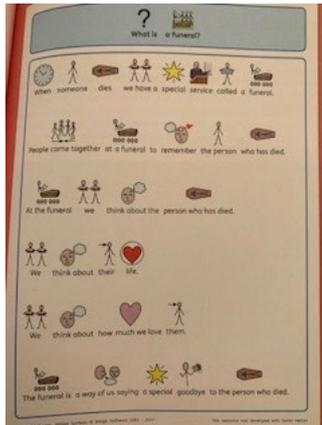
MoodtoolsStop, Breathe and Think, Kids – mindfulness and meditation (and fun) app for children

At times staff may have to listen and support pupils, parents/carers through some difficult times. Staff may find the tool kit below useful when communicating with families.

Empathetic Dialogue which may help when speaking to parents /carers who may be affected by the pandemic.

Key phrases in initial conversations:

- Try not to compare and talk about your own experiences...EG; they may tell you someone in the family may be seriously ill...or at risk...or even died, don't then talk about you or someone you know being in a similar situation. You will no longer be coming from THEIR frame of reference!
- Recognise their pain by saying "That sounds difficult" "I sense you are finding these times challenging" "I'm sorry they have died we will offer support to your child by..." this affirms that it is hard from them and validates their fears. You are also there for their child and not them and need direct them to people who can support them. To avoid personal burnout.
- Suggest they talk to someone they trust and try to differ the conversation. It is important you don't take on their emotional stress as you have lots of others to deal with...this is not being selfish it is avoiding emotional burnout.
- Don't be afraid to use the words they have used back to them... it can be frightening to use the word death, ventilator, hospital but again it will affirm that you have listened to what they are saying.
- Answer their questions to the best of your knowledge...do not pretend or lie, re-iterate you are there for their child.
- Suggest social stories that support the issue eg.



- Talk to a peer or supervisor about some of the difficult conversations you have had...off load and compare empathetic ways of dealing with it.
- What to suggest to the parent? Tell them to acknowledge the child’s worries, reassure the child that not everyone will react the same to the virus. Don’t be afraid to have conversations with your child about coronavirus – not talking about something can sometimes make children worry more.

Staff well-being

Staff making contact with pupils, parent/carers may have concerns regarding the safety and well-being of pupils and should follow the procedures highlighted in the Academy’s child protection policy and Covid-19 annex. These staff would under normal conditions be offered support and supervision on school site. These arrangements should and will continue. Staff will be offered support virtually, to ensure positive well-being is maintained and staff are managing the new working conditions.

Ways for you to cope whilst working from home:

These are suggestions from counsellors:

- **Keep a routine** - Many people are working from home for the first time in their lives, and some will now be juggling a full-time job and home-schooling their children. “Without a routine, negative thinking and anxiety can escalate. I would suggest that people create a day to day plan of things they will need to do e.g. create a morning exercise programme, work from home if possible, cook something different, get into an online course.”
- **Think about restricting access to news media and social media** - This may involve choosing news sources you trust – and avoiding social media channels filled with speculation. Stick to the official government guidance and NHS advice websites or limit your access to the news to a certain time of the day. “Some people can be quite paralysed by this anxiety and may want to completely stop interacting with the news,”
- **Keep connected with friends and family (well those who make you happy??)** In our new world of self-isolation and social distancing, we can’t meet up with family and friends like we used to. But keeping connected to them is vital. “Connecting online with friends and talking about other stuff, inventing new fun ways to connect. An online pub quiz among friends...learn a dance routine at home then share it? Play games online? Cook the same recipe in your own home whilst online?”

- **Be present** - Take time to take a breath and really experience where you are and how you are feeling. To take in your surroundings and thank the space/environment and people in your space - to actively be grateful is very powerful. After all that space could be keeping you safe;
- **Practise gratitude** - Some counsellors recommend keeping a gratitude diary, where you write down three things you are grateful for every day.
- **Try some breathing and relaxation techniques** - Take a five-second breath in through the nose, hold that breath for five seconds and then breathe out for five seconds. Do this five times or Smile, take a (breath) and relax...breathing out longer than in to override fight and flight mechanism," I can recommend trying mindfulness or relaxation apps, like Calm, although you have to pay for it after a free trial and practising deep breathing.
- **Write down your anxieties and let them go** - It can help to express this anxiety in a way that you can control. That could be writing down what you feel or keeping a journal.
- **Look after your wellbeing** - Make sure you are looking after yourself, doing what you can to help get a good night's sleep, eating well and doing exercise. Do a well-being check, ask if you are Sleeping, eating, exercising. If we manage our health like this, it can help make us more robust against anxiety." Running either on the spot, or outside, releases endorphins or fools the brain and body that they've run away from the danger.
- **Use all your senses** - Try to use all your senses to notice where you are. You might want to notice five things you can see right now, five things you can hear right now, or any smells or tastes. These can help us resist the well-worn neural pathways around catastrophising and feeling helpless.
- **No expectations, no pressure** - We have no idea how to deal with this as we have never experienced anything like it before, so I feel it is best just to take it day by day, week by week.
- **Positive thinking** - at times, this may feel very difficult to do depending on your personal situation. But re-framing a negative situation into a positive one can be very helpful. We live at such a fast, frenetic pace and sometimes don't stop to think about what it's all about and where we are heading. This is forcing us to do that. And we will grow as a result of this.
- **Ask for support** - Make a list of everyone you know, friends, family, colleagues, neighbours etc. Now tick 9 people from this list, who can provide practical, psychological and moral support. Connect with them and sustain this support circle."

If you would like support from a qualified professional, many counsellors offer online or telephone counselling.

6. Children and online safety away from school

The DFE have stated that 'all schools should be doing what they reasonably can to keep all of their children safe. In most cases, the majority of children will not be physically attending the school or college. 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 the designated safeguarding lead (**Name**), or the deputy designated safeguarding leads (**name**) contacted immediately.

All schools should consider the safety of their children when they are asked to work online. The starting point for online teaching should be that the same principles as set out in (**school name**) code of conduct for safer working practice, acceptable use of technologies and social networking policy. (**School name**) online learning tools and systems are used in line with privacy and data protection/GDPR requirements.

Pupils who are being asked to work online can raise any concerns whilst online. As well as reporting concerns to the school pupils can access:

Childline - for support

UK Safer Internet Centre - to report and remove harmful online content

CEOP - for advice on making a report about online abuse

Staff at (**school name**) are in regular contact with parents and carers. These communications should be used to reinforce the importance of children being safe online. It will be especially important for parents and carers to be aware of what their children are being asked to do online, including the sites they will be asked to access and be clear who from the school their child is going to be interacting with online. Staff will actively signpost resources to ensure parent/carers can keep their children safe online. These resources include:

- [Internet matters](#) - for support for parents and carers to keep their children safe online
- [London Grid for Learning](#)- for support for parents and carers to keep their children safe online
- [Net-aware](#) - for support for parents and carers from the NSPCC
- [Parent info](#) - for support for parents and carers to keep their children safe online
- [Thinkuknow](#) - for advice from the National Crime Agency to stay safe online
- [UK Safer Internet Centre](#) - advice for parents and carers

7. Peer on Peer abuse

Peer on peer abuse is defined as 'children can abuse other children' and can take many forms. This can include (but is not limited to) bullying (including cyberbullying); sexual violence and sexual harassment; physical abuse such as hitting, kicking, shaking, biting, hair pulling, or otherwise causing physical harm; sexting and initiating/hazing type violence and rituals. During this period, where families are spending more time than usual together it is important that staff are attuned to this risk and following child protection procedures if they have concern. This can be done by **contacting (Name)**