



COVID-19 AMENDMENTS TO THE CHILD PROTECTION & SAFEGUARDING POLICY

This interim guidance has been developed as a response to the UK Government's guidance, however, please be aware this could be subject to change as legislation develops. There have been significant changes within our setting in response to the outbreak of Covid19. Many children and young people have been accessing online learning at home and staffing has been significantly affected through illness and self-isolation. *However, as of Monday 28th September 2020, the school will be opening to all year groups on a rotational basis along with some children continuing to access the HLP online from home.*

Despite the changes, the school's Child Protection Policy is *fundamentally* the same: children and young people always come first, staff should respond robustly to safeguarding concerns and contact the DSL in line with our established safeguarding procedure.

This annex sets out some of the adjustments we are making in line with the changed arrangements in the school and following advice from the UK Government and local agencies in Lagos state, Nigeria.

Reporting arrangements

The Designated Safeguarding Lead for child protection in our school is:

Mrs. Sindhu Merwin Thengil
Senior Leadership Team member
E-mail: s.merwin@stsavioursschikoyi.org

The deputy Designated Safeguarding Lead for child protection in our school is:

Mrs. Gladys Aghaji
Deputy Head Teacher Pastoral
E-mail: g.aghaji@stsavioursschikoyi.org

Mr. Craig Heaton
Head Teacher
Email: c.heaton@stsavioursschikoyi.org

Ms. Udochi Iheanacho
BOM responsible for Safeguarding and Child Protection
Email: udochi.iheanacho@yahoo.com

Mr. Taiwo Akinlami
Local Agency for Child Protection, Lagos state. An initiative of UNICEF



The Designated Safeguarding Lead can be contacted during school hours, out of hours or out of term, by telephoning the School office on +234 1 3426946 / +234 1 3426947. They will refer the caller to the Designated Safeguarding Lead.

The school's approach ensures the DSL or a deputy is always on site while the school is open. In the unusual circumstance this is not possible the DSL or Deputy DSL will be contactable along with the Head teacher or a member of the Senior Leadership Team. Staff will continue to follow the Child Protection procedure and advise the safeguarding leads immediately about concerns they have about any child, whether in school or not. COVID-19 means a need for increased vigilance due to the pressures on services, families and young people, rather than a reduction in our standards.

The safeguarding and welfare of pupils is of fundamental importance to our School. The guidance on 'Keeping Children Safe in Education' defines safeguarding and promoting the welfare of children as protecting children from maltreatment; preventing impairment of children's health or development; ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and taking action to enable all children to have the best outcomes. The school makes a commitment to act in the best interest of the child.

The Designated Safeguarding Lead's responsibility is to maintain an overview of safeguarding within the School, to open channels of communication with local statutory agencies, support staff in carrying out safeguarding duties, encourage a culture of listening to pupils and to monitor the effectiveness of policies and procedures in practice. Details of the School's Designated Safeguarding Leads can be found on the cover page. Particular interest will be paid towards children with special educational needs that may be more vulnerable.

1. IDENTIFYING VULNERABILITY

During the period of school closure following the COVID-19 pandemic, the School will be taking extra measures to meet the additional challenges associated with safeguarding and child protection. These will include the monitoring of additional statutory guidance such as the updates from the Department for Education (DfE) and Lagos State guidance to schools.

We have put in place specific arrangements in respect of the following groups:

- **children the school considers vulnerable** - More children may be added to this group in response to concerns raised with the DSL. These children can be offered care at school if required.

2. ATTENDANCE

The school will not be held to account for your attendance figures during this time.

Usually, where a child is expected and does not arrive, the school will follow our attendance procedure and make contact with the family. If contact is not possible by 9:30am the DSL must be informed. The DSL will attempt a range of methods to contact the parent (phone, email, text message, Skype, FaceTime, through a relative etc.). A risk assessment will be undertaken to consider managing the implications of COVID-19 alongside other risks perceived to the child. The risk of COVID-19 does not



override the duty on the school to ensure children and young people are safe. Class Teachers and Subject Teacher will make a note of attendance during online learning.

Procedures for recording school attendance

Pupils attendance is registered on the electronic registration system with a code regardless of whether they are in school. Staff will follow up with those children who are not in attendance by normal procedures i.e. telephone call to the parent/guardian.

3. RISKS

Staff will be aware of increased risk

The pressures on children and their families now are significant. There will be heightened awareness of family pressures through being contained in a small area, poverty, and financial or health anxiety. These areas should be considered in the setting of any work for children to undertake at home (including recognising the impact of online learning – see below). Staff will be aware of the mental health of both children and their parents and carers, informing the DSL about any concerns.

Peer on peer abuse

We recognise the potential for abuse to go on between young people, especially in the context of a school closure or partial closure. Our staff will remain vigilant to the signs of peer-on-peer abuse, including those between young people who are not currently attending our provision. Extra care should be taken where groups have mixed age, developmental stages, are attending other schools as an interim measure and similar. When contacting these families our staff will ask about relationships between learners.

We also address the issue of peer-on-peer abuse in our remote learning curriculum.

Mental Health

The coronavirus outbreak may have caused significant mental health or wellbeing difficulties for some children. It is important to recognise that while 'getting back to normal' is important and will be reassuring for many, school staff will need to consider how to support:

- individual children who have found the long period at home hard to manage
- those who have developed anxieties related to the virus
- those about whom there are safeguarding concerns
- those who may make safeguarding disclosures once they are back in schools

St. Saviour's School academic staff will be undergoing an online training course to help them recognise any child mental health issues.

Risk online

Young people have been using the internet more during this period. The school may also use online approaches to deliver training or support. Staff will be aware of the signs and signals of cyberbullying and other risks online and apply the same child-centred safeguarding practices as when children were learning at the school.

- The school continues to ensure appropriate filters and monitors are in place



- Staff have discussed the risk that professional boundaries could slip during this exceptional period and been reminded of the school's code of conduct and importance of using school systems to communicate with children and their families.

4. CHILDREN AND ONLINE SAFETY AWAY FROM SCHOOL

It is important that all staff who interact with children, including online, continue to look out for signs that a child may be at risk. Any such concerns should be dealt with as per the Child Protection Policy and where appropriate referrals should be made to the school's Designated Safeguarding Lead (or Deputy DSL).

Online teaching should follow the same principles as set out in the code of conduct.

St. Saviour's School Ikoyi will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements.

Below are some things to consider when delivering virtual lessons, especially where webcams are involved:

- No 1:1s, groups only
- Staff and children must wear suitable clothing, as should anyone else in the household.
- Any computers used should be in appropriate areas, for example, not in bedrooms; and the background should be blurred.
- The live class should be recorded so that if any issues were to arise, the video can be reviewed.
- Live classes should be kept to a reasonable length of time
- Language must be professional and appropriate
- Staff must only use platforms provided by school to communicate with pupils

Parents and carers have received information about keeping children safe online with peers, the school, other education offers they may access and the wider internet community. We have set out the school's approach, including the sites children will be asked to access and set out who from the school (if anyone) their child is going to be interacting with online.

Allegations or concerns about staff

With such different arrangements young people could be at greater risk of abuse from staff or volunteers. We remind all staff to maintain the view that 'it could happen here' and to immediately report any concern, no matter how small, to the safeguarding team.

Any staff or volunteers from outside our setting will complete an induction to ensure they are aware of the risks and know what they need to do if they are concerned.

We have confirmed the arrangements to contact the local authority remain unchanged:

New staff or volunteers

New starters must have an induction before starting or on their first morning with the DSL or a deputy. They must read the school child protection policy, the behaviour policy, the whistleblowing policy and the code of conduct. The DSL or deputy will ensure new recruits know who to contact if worried about a child and ensure the new starters are familiar with the child protection procedure.

- the member of staff has completed relevant safeguarding training in line with other similar staff or volunteers,



- they have read Part I and Annex A of Keeping Children Safe in Education, and
- all recruitment compliance has been undertaken prior to a staff member being onsite or online

Our child protection procedures hold strong:

- Volunteers may not be left unsupervised with children until suitable checks have been undertaken. People supervising volunteers must be themselves in regulated activity, able to provide regular, day to day supervision and reasonable in all circumstances to protect the children.
- The school will undertake a written risk assessment on the specific role of each volunteer to decide whether to obtain an enhanced DBS check (with barred list information) for all staff and volunteers new to working in regulated activity in line with DBS guidance.
- When undertaking ID checks on documents for the DBS or equivalent, it is reasonable to initially check these documents online through a live video link and to accept scanned images of documents for the purpose of applying for the check. The actual documents will then be checked against the scanned images when the employee or volunteer arrives for their first day.
- The school will update the Single Central Record of all staff and volunteers working in the school, including those from other settings. This will include the risk assessment around the DBS. A record will be kept of who is working in the school.

New children at the school

Where children join our school from other settings, the school finds out if the child has a safeguarding issue. This file must be provided securely before the child begins at our school. In some unusual circumstance this may not be possible.

The DSL will undertake a risk assessment in respect of any new information received, considering how risks will be managed and which staff need to know about the information. This will be recorded on our safeguarding recording system.

Policy established and agreed:	September 2020
Policy review cycle:	annual or as UK guidelines applies
Policy reviewed:	September 2021
Member of staff responsible for the policy:	Mrs Sindhu Merwin Thengil (DSL/ SLT)
Next review:	September 2022



This addendum contains details of individual safeguarding arrangements in the following areas:

- Vulnerable Children
- Attendance Monitoring
- Designated Safeguarding Leads
- Reporting a Concern
- Safeguarding Training and Induction
- Online Safety in School
- Online Safety away from School
- Supporting Children in School
- Supporting Children not in School
- Peer-on-Peer Abuse Key

Vulnerable Children

The Designated Safeguarding Lead and Deputy Designated Safeguarding Lead are aware of the pupils who fall within this category and will continue to work to help protect vulnerable children. There is an expectation that vulnerable children will attend an education setting, so long as they do not have underlying health conditions that put them at increased risk. In circumstances where a parent does not want to bring their child to an education setting, and their child is considered vulnerable, the School will explore the reasons for this directly with the parent/guardian. Where parents are concerned about the risk of the child contracting COVID-19, the School will talk through these anxieties with the parent following the advice set out by Public Health England. The School will support vulnerable children and young people including remotely if required.

Attendance Monitoring

Where the School has children in attendance, the School will comply with the requirement to submit the daily attendance sheet and follow up with any children absent as best as possible. Parents that have contacted the school regarding their child's absence of being online will be recorded by the Class Teacher.

Designated Safeguarding Leads

The Designated Safeguarding Leads and Deputy Designated Safeguarding Leads can be contacted, by telephone or video calling via Microsoft Teams, throughout the school closure period. In addition, the Head Teacher will assume responsibility for coordinating safeguarding onsite. The Designated Safeguarding Leads will continue to engage with social workers, and attend all multi-agency meetings, which can be conducted remotely, if required.

Reporting a Concern

All staff are required to continue to meet their responsibility to immediately refer any safeguarding and/or child protection concerns to the appropriate member of staff. The reporting procedures remain the same during the school closure period.

Safeguarding Training and Induction

All existing staff have received safeguarding training and have read Part 1 and Annex A of Keeping Children Safe in Education (Sept 2020). The Designated Safeguarding Leads will 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, they will be provided with online safeguarding induction.

Online Safety in School

St. Saviour's School Ikoyi will continue to provide a safe environment, including online. This includes the use of the online filtering and monitoring system for any pupil remaining in school. Appropriate supervision will be in place where pupils are using computers onsite. Parents are advised to review and update their home internet filtering settings to promote safer distance learning while the School is closed.

Online Safety Away from School

It is important that all staff who interact with pupils online continue to look out for signs a child may be at risk. Any such concerns should be dealt with as per this policy. Online teaching should follow the same principles as set out in the Staff Code of Conduct and the Online E-Safety policy for Staff. Below are factors to consider when delivering virtual lessons, especially where webcams are involved:

- No one-to-one lessons unless appropriately risk assessed and approved by the Head/Deputy Head prior to the lesson.
- Staff and pupils must wear suitable clothing, as should anyone else in the household.
- Any computers used should be in appropriate areas and must not be in bedrooms; and the background should be arranged so that personal information is not inadvertently disclosed.
- Language must be professional and appropriate, including that of any family members in the background.
- Staff must only use Zoom or Microsoft Teams to communicate with pupils. Senior teaching staff will be able to 'drop-in' into virtual classrooms regularly throughout the period of online learning provision.

Supporting Children in School

The School will ensure that staff to pupil ratio numbers are appropriate to maximise safety. The School will refer to the Lagos State Government guidance for education and childcare settings on how to implement social distancing and continue to follow the advice from the Public Health England on handwashing and other measures to limit the risk of spread of COVID-19.

Supporting Children Not in School

The School is aware that the current circumstances can affect the mental health of pupils and their parents. It is likely that pupils may experience an increase in anxiety which will be exacerbated by social isolation from their peers and a lack of day to day school support. The Deputy Head Pastoral is available to discuss concerns with teachers, pupils and parents, and can be contacted on their school e-mail address and by telephone via Microsoft Teams.

Peer on Peer Abuse

The 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 Keeping Children Safe in Education (Sept 2020) and this policy. The School will listen and work with the pupil, parents and any multi-agency partner required to ensure the safety and security of the pupil.