

**Federation Child Protection & Safeguarding Policy**  
**Emergency Measures for COVID-19 School Closures/Emergency Care**

**Keeping Children Safe in School**

KCSIE 2019 & the Federation Child Protection & Safeguarding Policy will continue to be in place and should be followed alongside this new appendix. Staff members must report any concerns to the school's Designated Safeguarding Lead (DSL). This should be done via a cause for concern form emailed to the DSL. If there is an urgent concern, then the DSL should be contacted by phone. **The member of SLT on site must be included in the reporting of concerns.** On-line safety continues to be important and the DSLs will remind parents/carers about the importance of keeping children safe on-line. Staff are expected to follow on-line safety procedures and remind any pupils about how they keep themselves safe if they are in school. The Federation Acceptable Use Policy (AUP) still applies and staff will be reminded of this via email. In addition to this further guidance has been shared by the DSL to all staff regarding how they engage pupils and families at their home via phone, website or emails. If we need any other adults in school, we will ensure all safeguarding checks are completed and a member of staff is present when supervising pupils.

The admin staff member on duty will phone parents if a child does not come into school that is expected on any particular day to ensure that they are safe.

The Federation Deputy Head (Inclusion & DSL) will be available throughout this time for advice and supervision. She will contact the DSLs & SENCoS weekly to monitor phone calls home and assist whenever needed. (Please see the Contact Call Procedures.)

**Vulnerable Children**

Vulnerable children are those with social care support (LAC, CP, CIN, FS or FAST) or those children that the school identifies as being vulnerable but who do not reach threshold for Social Care involvement. These could be children receiving support from REU, CAMHS or First Steps.

**Expectation**

Designated Safeguarding Leads

The DSL will be contactable via email or phone if there are any concerns regarding the safety of a child.

The DSL will ensure that all parents/carers of children who are deemed to be vulnerable will be contacted at least once a week. These calls will be logged and any child with a social worker whose parents cannot be contacted will be reported to the social worker.

Parents of children that are identified by Children's Social Care to be so vulnerable that they need to be in school will be encouraged to bring their child/ren into school on a daily basis. If they do not attend then the social worker will be contacted on a daily basis.

The DSL from each school will send a report weekly to the Federation Deputy Head and Head of School regarding contact with vulnerable children.

Social Workers

It is expected that Social Workers will be in contact with vulnerable children using 'face-time' or alternative on a weekly basis. They will also conduct home check-ins for the most vulnerable children. It is the Social Workers responsibility to monitor attendance of vulnerable pupils and they will consult parents on whether the child/ren attendance at school is in their best interest. It is not the responsibility of the school to conduct home visits for vulnerable children.

**Children with EHCP**

**It is expected that most children with an EHC plan will remain at home during this time.** However, if a child's needs are so complex that they cannot be met at home then we will offer a place at school.

**Expectations**

SENCo

The individual school's SENCo will contact parents of children with EHCP on a weekly basis. During these conversations the SENCo will decide whether a respite space is needed for the child and parent. If this is the case then one or two days, identified by the school, will be offered to the parent.

If we think a child is at risk by either staying at home or being in school, then the SENCo supported by the Federation Deputy Head will complete a risk assessment with the parents. If the child is not attending school when the risk assessment shows that this would be best for the child, then advice for Children's Social Care should be sort via the DSL.