



COVID-19 Safeguarding and Child Protection at IAN MIKARDO HIGH SCHOOL Addendum

School Name: Ian Mikardo High School

Policy owner: Lisa Tharpe Deputy Head – Welfare & Inclusion (Designated Safeguarding Lead)

Date: 14/04/2020 updated 23/06/2020

Date: Update approved by the Chair: 03/07/2020

Date shared with staff: 06/07/2020

1. Context

From 20th 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 advice has now been revised and plans for the wider reopening of schools from the 1st June should now be considered for all eligible children outlined in the Department for Education guidance

At present the school remains open virtually however has begun face to face contact with students out in the community following new government guidance and the slow easing of the social distancing guidelines with a planned reopening of IMHS in its physical form to all students in September 2020.

[DfE Guidance: Actions for education and childcare settings to prepare for wider opening from 1 June 2020 Updated 1 June 2020](#)

[DFE Guidance Coronavirus \(COVID-19\): Safeguarding in schools, colleges and other providers Update 20th May 2020](#)

DfE safeguarding principles:

‘As more children return, 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
- a DSL or deputy should be available
- it is essential that unsuitable people are not allowed to enter the children’s workforce and/or gain access to children
- children should continue to be protected when they are online’

This addendum of the Ian Mikardo High School Safeguarding and Child Protection policy contains details of our individual safeguarding arrangements in the following areas:

1. **Context**
2. **Vulnerable children**
3. **Attendance monitoring**
4. **Designated Safeguarding Lead**
5. **Reporting a concern**
6. **Safeguarding Training and induction**
7. **Safer recruitment/volunteers and movement of staff**
8. **Online safety in schools and colleges**
9. **Children and online safety away from school and college**
10. **Supporting children not in school**
11. **Supporting children in school**
12. **Peer on Peer Abuse**
13. **Support from the T4 Trust**

Key contacts

Role	Name	Contact number	Email
Designated Safeguarding Lead	Lisa Tharpe	07740000824	lisa.tharpe@ianmikardo.com
Deputy Designated Safeguarding Lead/s	Bablee Shah	07943079963	bablee.shah@ianmikardo.com
Deputy Designated Safeguarding Lead/s	Karen Raftery	07894167902	karen.raftery@ianmikardo.com
Headteacher	Aaron Mulhern	07950953847	aaron.mulhern@ianmikardo.com
T4 Trust Director of Safeguarding	Julie Pierzchniak	07876 545006	julie.pierzchniak@t4trust.co.uk
Chair of Governors	Chris Weavers		
Safeguarding Governor	Helal Ahmed		
Welfare Team Parent Engagement Officer	Linda Cole	07791495538	Linda.cole@ianmikardo.com
	Hazera Begum	07950948061	Hazera.begum@ianmikardo.com

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.

All our students have been risk-assessed in consultation with the Local Authority and parents. It has been decided by IMHS that all our student's educational needs can be safely met virtually at home at this time.

Eligibility for free school meals in and of itself should not be the determining factor in assessing vulnerability.

Senior Leadership Team, especially the Designated Safeguarding Lead (and deputies) know who our most vulnerable children are. We will offer additional advice, support and assistance to students and family members of those on the edge of receiving children's social care support.

Ian Mikardo 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 person for this will be: **Lisa Tharpe**.

Where parents are concerned about the risk of the child contracting COVID19, **Hazera Begum** our Out of Borough Parent Engagement / Attendance & Welfare Officer or a member of the Welfare Team will talk through these anxieties with the parent/carer following the advice set out by Public Health England.

Ian Mikardo High School will encourage our vulnerable children and young people to attend IMHS's virtual school.

Attendance monitoring

Ian Mikardo School will resume taking the attendance register from 1 June and continue to complete the online Educational Setting Status form which gives the Department for Education daily updates on how many children and staff are attending aligned to

[DFE Guidance: Recording attendance during the coronavirus \(COVID-19\) outbreak Updated 28th May 2020](#)

Ian Mikardo School will submit daily attendance figures to the DfE by 12 noon each day, using the educational settings form.

If the school has closed, we will complete the return once as requested by the DfE.

IMHS is currently fully operational as a Virtual School.

The start and finishing times of the virtual school day during the COVID 19 pandemic has changed as follows:

- 10:50am -14:00pm

Every student at IMHS, unless unwell will be encouraged to continue their school work at the times allocated on the timetable if they can. Members of the teaching and Welfare Team will make contact with students daily.

Ian Mikardo High School will then follow up on any students that they were expecting to attend, who does not.

To support the above, Ian Mikardo High School will, when communicating with parents/carers and 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 student refuses to engage/attend IMHS virtual school, and they are known to Children Social Care, Ian Mikardo High School will notify their social worker or Support Worker.

Designated Safeguarding Lead

Ian Mikardo High School has a Designated Safeguarding Lead (DSL) and a Deputy DSL.

The Designated Safeguarding Lead is: Lisa Tharpe – Deputy Head - Welfare & Inclusion

The Deputy Designated Safeguarding Lead are:

1. **Bablee Shah** - Teaching, Learning and Welfare Lead
2. **Aaron Mulhern** – Headteacher
3. **Karen Raftery** - Assistant Headteacher

A trained DSL (or deputy) will be available to be contacted via phone or online video for example when working from home.

Where a trained DSL (or deputy) is not available, in addition to the above, a member of the senior leadership team will assume responsibility for co-ordinating safeguarding of IMHS virtual school.

This might include updating and managing access to My Concern and SIMS liaising with the offsite DSL (or deputy) and as required liaising with children's social workers and/or the police.

It is important that all Ian Mikardo High School staff and volunteers have access to a trained DSL (or deputy). On each day, the staff will meet virtually and be made aware of who that person is and how to contact them.

The DSL will continue to engage with social workers, and attend all multi-agency meetings, which can be done remotely.

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 via SIMS which can be done remotely.

In the unlikely event that a member of staff cannot access SIMS from home, they should email the Designated Safeguarding Lead, Headteacher and the T4 Trust Director of Safeguarding. This will ensure that the concern is received.

Staff are reminded of the need to report any concern immediately and without delay.

Where staff are concerned about an adult working with children online, they should report the concern to the Headteacher verbally via phone and then followed up with an email to the Headteacher.

Concerns around the Headteacher should be directed to the Chair of Governors:

Chris Weavers

The T4 Trust will continue to offer support in the process of managing allegations.

Safeguarding Training and induction

DSL training will continue to take place during the COVID 19 pandemic.

All DSL (and deputy) have completed their DSL training and are fully up to date and compliant.

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 and volunteers are recruited during the period of the COVID 19 pandemic they will continue to be provided with a safeguarding induction remotely or following the social distancing guidance.

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
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For movement within the Trust, schools should seek assurance from T4 Trust and HR Manager that the member of staff has received appropriate safeguarding training.

Before the member of staff commences work at IMHS, they will be given a copy of the receiving setting's child protection policy, confirmation of local processes and confirmation of DSL arrangements.

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, Ian Mikardo High School 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.

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

Where Ian Mikardo High School 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.

Ian Mikardo High School 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 19.

Ian Mikardo 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

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 whether physically or remotely, and that appropriate checks have been carried out, especially for anyone engaging in regulated activity.

As such, Ian Mikardo High School will continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE 19.

Mental Health

Ian Mikardo High School recognises that negative experiences and distressing life events, such as the current circumstances, can affect the mental health of our children and their parents. With children of critical workers and vulnerable children on site, and/or more children returning to school from 1 June onwards, Ian Mikardo High School will ensure appropriate support is in place for them.

Ian Mikardo High School understands that mental health issues can bring about changes in a child's behaviour or emotional state which can be displayed in a range of different ways, all of which could be an indication of an underlying problem. This can include for example being fearful or withdrawn; aggressive or oppositional; or excessive clinginess.

Support for pupils and students in the current circumstances will include existing provision in the school, although this may be delivered in different ways, (for example over the phone for those children still not attending provision) or from specialist staff or support services.

Ian Mikardo High School, will ensure that teachers are aware of the impact the current circumstances can have on the mental health of those students/pupils (and their parents) who are continuing to work from home, including when setting expectations of children's' work.

Online safety in schools

At this time Ian Mikardo High School building is closed as we are unable to enforce the social distancing guidance set by central government. However once it is safe for the school building to reopen we will continue to provide a safe environment, including online. This includes the use of an online filtering system.

Where students are using computers in school, appropriate supervision will be in place.

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 a child may be at risk. Any such concerns should be dealt with as per the Child Protection Policy and where appropriate referrals should still be made to children's social care and as required, the police.

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

Ian Mikardo High School 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.
- Live classes should be kept to a reasonable length of time, or the streaming may prevent the family 'getting on' with their day.
- Language must be professional and appropriate, including any family members in the background.
- Staff must only use platforms specified by senior managers and approved by our IT network manager / provider to communicate with students.
- Staff should record, the length, time, date and attendance of any sessions held.

Supporting children not in school

Ian Mikardo High School 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 in school, they should ensure that a robust communication plan is in place for that child or young person.

Details of this plan must be recorded on SIMS, as should a record of contact have made.

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

Ian Mikardo High School and its DSL will work closely with the professional network to maximise the effectiveness of any communication plan.

The welfare team are in regular contact with both the parent and students to check on how they are getting on overall during this pandemic and lockdown period.

Weekly case management and welfare meetings are held to discuss issues that may have arisen for the students. We analyse the concerns and develop a practical action plan in order to support the student and their family.

Fortnightly risk assessments/safety plans are prepared on students. A traffic light system to Red, Amber and Green to which students are high risk or low risk. In targeting specific pupils for face to face contact, the team are giving priority based on behaviours that have resulted for example in breaches in lockdown and/or criminal behaviour; deterioration in the mental health of the student and increased conflict within or breakdown of the family unit, where concerns arise, the DSL will consider any referrals as appropriate.

We have put in many interventions for our students to help them cope with the lockdown

We have provided equipment such as, webcams, computers, dongles, and desks to make sure they are able to engage with our online learning platform. (This has been funded using charitable resources).

Activity packs have been sent out so students can engage in physical activities.

Our school Mental Health and Wellbeing Practitioner is undertaking 1 to 1 interventions and mentoring with students deemed at high risk (this is currently virtual rather than face to face due to the pandemic).

Assessments are being overseen by the DSL, priority being given to those at highest risk based on historic and family circumstances and current analysis based on student, parent and the professional network involved with the family.

Ian Mikardo 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 at Ian Mikardo High School need to be aware of this in setting expectations of student's work where they are at home.

Supporting children in school

Ian Mikardo High School is committed to ensuring the safety and wellbeing of all its students.

[DfE Guidance: Actions for education and childcare settings to prepare for wider opening from 1 June 2020 Updated 1 June 2020](#)

- Children and young people in eligible year groups are strongly encouraged to attend (where there are no shielding concerns for the child or their household), so that they can gain the educational and wellbeing benefits of attending
- vulnerable children of all year groups continue to be expected and encouraged to attend educational provision where it is appropriate for them to do so all students will have an individualised risk up to date assessment in place.
- children, young people and staff who have been classed as clinically extremely vulnerable due to pre-existing medical conditions have been advised to shield. We do not expect people in this category to be attending school or college, and they should continue to be supported to learn or work at home as much as possible.

- a child/young person or a member of staff who lives with someone who is clinically vulnerable (but not clinically extremely vulnerable), including those who are pregnant, can attend their education setting.
- if a child/young person or staff member lives in a household with someone who is extremely clinically vulnerable, as set out in the guidance on shielding, it is advised they only attend an education setting if stringent social distancing can be adhered to and, in the case of children, if they are able to understand and follow those instructions. This may not be possible for very young children and older children without the capacity to adhere to the instructions on social distancing. If stringent social distancing cannot be adhered to, we do not expect those individuals to attend. They should be supported to learn or work at home.
- staff and children or young people should not attend if they have symptoms or are self-isolating due to symptoms in their household.

In line with Government guidance when it is safe for the student to return to Ian Mikardo High School, 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 student ratio numbers are appropriate, to maximise safety.

Ian Mikardo High School 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.

Ian Mikardo 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.

Where Ian Mikardo High School has concerns about the impact of staff absence – such as our Designated Safeguarding Lead or first aiders – we will discuss them immediately with the Trust.

Peer on Peer Abuse

Ian Mikardo 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 of the Child Protection Policy.

The school will listen 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 SIMS and appropriate referrals made.

Ian Mikardo High School will be mindful that some peer relationships may have deteriorated over any closure period and if indeed any online peer on peer abuse has taken place that comes to light on the wider reopening of the school actions will be taken and support provided as outlined in the school's Child Protection Policy.

Support from the T4 TRUST

The T4 TRUST will provide support and guidance as appropriate to enable the DSL to carry out their role effectively.

This includes, remotely accessing Child Protection files for the purpose of quality assurance, support, guidance and direction.

The T4 TRUST will also provide regular network group meetings with the designated safeguarding leads with all the educational providers within the trust. This may take the form of an online meetings.