

## Annex 1

### Temporary Policy Addendum:

#### COVID-19 academy closure arrangements for Safeguarding and Child Protection at The Burgess Hill Academy

This Policy addendum is effective from 8<sup>th</sup> March 2021

### Context

On Monday 22<sup>nd</sup> February 2021, The Prime Minister announced the government's roadmap to cautiously ease lockdown restrictions in England. This included a direction that from 8 March 2021, all pupils should attend academy.

The Burgess Hill Academy will continue to have regard to the statutory safeguarding guidance keeping children safe in education (as amended, Jan 2021).<sup>1</sup>

We will ensure that where we care for children on site, we have appropriate support in place for them.

We will take advice and work with the local safeguarding partners.

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 coronavirus.

This addendum of the Burgess Hill Academy Safeguarding and Child Protection policy contains details of our individual safeguarding arrangements in the following areas:

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[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/954314/Keeping\\_children\\_safe\\_in\\_education\\_2020\\_-\\_Update\\_-\\_January\\_2021.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/954314/Keeping_children_safe_in_education_2020_-_Update_-_January_2021.pdf)

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## **Key contacts**

Remain as per the Academy Safeguarding Policy.

## **Vulnerable children**

Vulnerable children and young people include those who:

- are assessed as being in need under section 17 of the Children Act 1989<sup>2</sup>, including children and young people who have a child in need plan, a child protection plan or who are a looked-after child;
- have an education, health and care (EHC) plan;
- have been identified as otherwise vulnerable by educational providers or local authorities (including children's social care services), and who could therefore benefit from continued full-time attendance, this might include:
  - children and young people on the edge of receiving support from children's social care services or in the process of being referred to children's services
  - adopted children or children on a special guardianship order
  - those at risk of becoming NEET ('not in employment, education or training')
  - those living in temporary accommodation
  - those who are young carers
  - those who may have difficulty engaging with remote education at home (for example due to a lack of devices or quiet space to study)
  - care leavers
  - others at the provider and local authority's discretion including pupils and students who need to attend to receive support or manage risks to their mental health.

The Burgess Hill Academy 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 academy head (VSH) for looked-after and previously looked-after children. The lead person for this will be: Aine McGeough

In circumstances where a parent is hesitant about or does not want to bring their child to an education setting, and their child is considered vulnerable, the social worker and the Burgess Hill Academy will explore the reasons for this directly with the parent.

Where parents are concerned about the risk of the child contracting COVID19, The Burgess Hill Academy or the social worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England.

The Burgess Hill Academy will encourage all pupils to attend a academy.

## **Attendance monitoring**

We expect all pupils to attend the academy.

Parents or carers are expected to contact the academy on the first day of the illness and inform us of the reason for absence so that the correct attendance codes can be used in every case of absence. We expect parents or carers to make contact to make us aware of

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<sup>2</sup> <https://www.legislation.gov.uk/ukpga/1989/41/section/17>

the status of any COVID-19 tests that have become necessary and to update the academy on the welfare of the pupil.

From 8th March 2021, we will record attendance in accordance with the Education (Pupil Registration) (England) Regulations 2006 (as amended)<sup>3</sup> for all pupils.

A small number of pupils will still be unable to attend in line with public health advice to self-isolate because they:

- have symptoms or have had a positive test result
- live with someone who has symptoms or has tested positive and are a household contact
- are a close contact of someone who has coronavirus (COVID-19)

The advice for pupils who have been confirmed as clinically extremely vulnerable is to shield and stay at home as much as possible until further notice. They are advised not to attend academy while shielding advice applies nationally.

For children self-isolating or quarantining or shielding – we will use code X.

In compliance with the Remote Education, Temporary Continuity Direction<sup>4</sup> will provide remote education to pupils who are unable to attend academy because they are complying with government guidance or legislation around coronavirus (COVID-19).

Also, we will offer pastoral support to pupils who are:

- self-isolating
- shielding
- vulnerable (and off-academy)

Where pupils are not able to attend the academy, as they are following clinical or public health advice related to coronavirus (COVID-19), the absence will not be penalised.

### **Reporting a concern**

Where staff have a concern about a child, they should continue to follow the process outlined in the academy Safeguarding Policy.

Concerns relating to staff working with children should also be reported following the process outlined in the academy Safeguarding policy. Staff may also use procedures outlined in the Trust Whistleblowing policy for raising serious concerns.

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

### **Safeguarding Training and induction**

All existing academy staff have had safeguarding training and have read part 1 of Keeping Children Safe in Education (2020). The DSL will communicate with staff any new local arrangements, so they know what to do if they are worried about a child.

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<sup>3</sup> <https://www.legislation.gov.uk/uksi/2006/1751/contents/made>

<sup>4</sup> [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/923539/Remote\\_Education\\_Temporary\\_Continuity\\_Direction\\_-\\_Explanatory\\_Note.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/923539/Remote_Education_Temporary_Continuity_Direction_-_Explanatory_Note.pdf)

Where new staff are recruited, or new volunteers enter The Burgess Hill Academy, they will continue to be provided with a safeguarding induction.

For movement within the Trust, an academy should seek assurance from the previous academy that the member of staff has received appropriate safeguarding training.

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.

### **Safer recruitment/volunteers and movement of staff**

When recruiting new staff, The Burgess Hill Academy 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 (2020) (as amended, Jan 2021).

Where The Burgess Hill Academy are utilising volunteers for the purpose of testing, 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 in respect of whom no checks have been obtained be left unsupervised or allowed to work in regulated activity.<sup>5</sup>

### **Children and online safety away from academy**

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 the Trust ICT Acceptable Use policy, the Staff Code of Conduct and the Academy online safety policy.

The Burgess Hill Academy will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements.

### **Supporting children not in academy as they are following clinical or public health advice related to coronavirus (COVID-19)**

The Burgess Hill Academy 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 academy, they should ensure that a robust communication plan is in place for that child or young person.

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<sup>5</sup> Paragraph 183. Keeping Children Safe in Education (2020) (as amended, Jan 2021)  
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/954314/Keeping\\_children\\_safe\\_in\\_education\\_2020\\_-\\_Update\\_-\\_January\\_2021.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/954314/Keeping_children_safe_in_education_2020_-_Update_-_January_2021.pdf)

Details of this plan must be recorded using the usual method of reporting for the academy, 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.

The Burgess Hill Academy and its DSL will work closely with all stakeholders to maximise the effectiveness of any communication plan.

This plan must be reviewed regularly and where concerns arise, the DSL will consider any referrals as appropriate.

The Burgess Hill Academy 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 The Burgess Hill Academy need to be aware of this in setting expectations of pupils' work where they are at home.

### **Supporting children in academy**

The Burgess Hill Academy is committed to ensuring the safety and wellbeing of all its students.

The Burgess Hill Academy will continue to be a safe space for all children to attend and flourish.

The Burgess Hill Academy will refer to the Government guidance for education and childcare settings on how to implement social distancing<sup>6</sup> and continue to follow the advice from Public Health England on handwashing and other measures to limit the risk of spread of COVID-19.

The Burgess Hill Academy 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 CPOMS.

The Burgess Hill Academy will ensure that appropriate support is offered to all students with respect to their mental health.

### **Contingency planning**

The Burgess Hill Academy will ensure that for individuals or groups of self-isolating pupils and pupils who are shielding, we follow government guidance related to coronavirus (COVID-19), remote education plans.

The Burgess Hill Academy will continue to operate as normally as possible. In the event that restrictions in academies are needed to help contain the spread of the virus, we will refer to the contingency framework<sup>7</sup>, which has been updated and outlines how academies should operate in the event of any restrictions.

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<sup>6</sup>[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/963541/Academys\\_coronavirus\\_operational\\_guidance.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/963541/Academys_coronavirus_operational_guidance.pdf)

<sup>7</sup> <https://www.gov.uk/government/publications/coronavirus-covid-19-contingency-framework-for-education-and-childcare-settings/contingency-framework-education-and-childcare-settings-excluding-universities>

## **Support from the University of Brighton Academies Trust**

The Interim Safeguarding and Welfare Lead 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 Principal will ensure that as children return they will try to give designated safeguarding leads and their deputies more time to:

- support staff and pupils with new safeguarding and welfare concerns
- handle referrals to children's social care and other agencies where appropriate