



**COVID-19 School Closure Arrangements for**  
**Safeguarding and Child Protection at**  
**Global Academy**

**School Name: Global Academy**  
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This addendum of the Global Academy Safeguarding, and Child Protection Policy contains details of our individual safeguarding arrangements in the following areas:

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## 1. Context

From 5<sup>th</sup> January 2021 the country went into its second national lockdown where parents were asked to keep their children at home, wherever possible, and for schools to remain open only for those students 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 students - Students who are vulnerable, and students whose parents are critical to the COVID-19 response and cannot be safely cared for at home.

Due to age range and distance travelled by students (in line with government guidelines) students have been advised to stay home where possible. This includes vulnerable students and children of Key Workers. Staff are providing work and support for students remotely.

Students who do not have computer access at home have, where possible, been given a laptop. Students who have requested it, have also been given paper-based work to complete.

## 2. Vulnerable Students

Vulnerable students include those who have a social worker and those young people up to the age of 25 with Education, Health and Care Plan (EHCP). Those who have a social worker include students who are subject to a Child Protection Plan and those who are looked after by the Local Authority. **This include those students who have left the care system.** A student 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.

Those with an EHCP will be risk-assessed in consultation with the Local Authority and parents, to decide whether they need to continue to be offered provision at the Academy in order to meet their needs, or whether they can safely have their needs met at home. This could include, if necessary, carers, therapists or clinicians visiting the home to provide any essential services. Most students with EHCP can safely remain at home.

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

Senior leaders, especially the Designated Safeguarding Lead (and deputy) know who our most vulnerable students are. They have the flexibility to offer a place to those on the edge of receiving children's social care support. Global Academy will continue to work with all social workers to help protect and support our vulnerable students regardless of which Borough the student resides in.

The lead person for this will be: Preya Dhanecha, Head of Safeguarding.

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

Provision will be monitored on a daily basis and communicated where necessary in line with Public Health England's advice and prioritising the health of students and staff.

### **3. Attendance monitoring**

Local authorities and education settings do not need to complete their usual day-to-day attendance processes to follow up on non-attendance.

Global Academy and social workers will agree with parents/carers whether Children In Need should be attending school. Global Academy will then follow up on any pupil that they were expecting to attend, who does not

### **4. Safeguarding at Global Academy**

To support the above, Global Academy 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 does not take up their place at school, or discontinues, Global Academy will notify their social worker.

### **5. Designated Safeguarding Lead**

Global Academy has a Designated Safeguarding Lead (DSL) and a Deputy DSL.

The Designated Safeguarding Lead is: Miss Preya Dhanecha

The Deputy SLT Designated Safeguarding Lead is: Ms Sophia Martin

Both other Senior Leaders, including the Principal, are qualified to lead on and advise on any safeguarding concern that may arise.

The optimal scenario is to have a trained DSL (or deputy) available on site. Where this is not the case 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 on site, in addition to the above, a senior leader will assume responsibility for co-ordinating safeguarding on site.

This might include updating and managing access to Child Protection Online Management System (CPOMS) and liaising with the offsite DSL (or deputy) and as required liaising with students' Social Workers where they require access to children in need and/or to carry out statutory assessments at the school or college.

It is important that all Global Academy staff and volunteers have access to a trained DSL (or deputy). On each day staff on site will be made aware of that person is and how to speak to them.

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

## **6. Reporting a Concern**

Where staff have a concern about a student, they should continue to follow the process outlined in the school Safeguarding Policy, this includes making a report via CPOMS, which can be done remotely.

In the unlikely event that a member of staff cannot access their CPOMS from home, they should email the Designated Safeguarding Lead and Senior Leadership Team. 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 students in the school, they should be done verbally and followed up with an email to the Headteacher. Concerns around the Headteacher should be directed to the Chair of Governors: Emma Bradley.

## **7. Safeguarding Training and Induction**

DSL training is very unlikely to take place whilst there remains a threat of the COVID 19 virus.

For the period COVID-19 measures are in place, a DSL (or deputy) who has been trained will continue to be classed as a trained DSL (or deputy) even if they miss their refresher training.

All existing school staff have had safeguarding training and have read part 1 of Keeping Children Safe in Education (2020). 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 are recruited, or new volunteers enter Global Academy, they will continue to be provided with a safeguarding induction and be required to complete the Level 1 Safeguarding training online.

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 students 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.

## **8. Safer Recruitment/Volunteers and Movement of Staff**

It remains essential that people who are unsuitable are not allowed to enter the Academy or gain access to students. When recruiting new staff, Global 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) (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.

Where Global Academy 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.

Global Academy 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.

Global Academy 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](mailto: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 Academy, and that appropriate checks have been carried out, especially for anyone engaging in regulated activity. As such, Global Academy will continue to keep the Single Central Record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE.

## **9. Online Safety at the Academy**

Global Academy 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.

## **10. Students and Online Safety Away from the Academy**

It is important that all staff who interact with children, including online, continue to look out for signs a student 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 the DSL who will then take forward to Children's Social Care and as required, the police.

Online teaching should follow the same principles as set out in the Global Academy code of conduct and E-Safety Policy.

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

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

- No 1:1s, groups only.
- Staff and students 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, 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 recommended platforms provided by Global Academy to communicate with pupils
- Staff should centrally record, the length, time, date and attendance of any virtual sessions held.

## **11. Supporting Students Not in School**

Global Academy is committed to ensuring the safety and wellbeing of all its students.

Where the DSL has identified a student 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 student.

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

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

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

This plan must be reviewed regularly (at least once a fortnight) and where concerns arise, the DSL will consider any referrals as appropriate.

Global Academy will share safeguarding messages on its website and relevant social media accounts.

Global Academy recognises that school is a protective factor for students, and the current circumstances, can affect the mental health of pupils, parents and carers. Teaching and support staff at Global Academy need to be aware of this in setting expectations of students' work where they are at home.

Global Academy will ensure that where we care for students of critical workers and vulnerable students on site, we ensure appropriate support is in place for them. This will be bespoke to each child and recorded on CPOMS.

## **12. Peer on Peer Abuse**

Global Academy 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 students, parents/carers and any multiagency partner required to ensure the safety and security of that young person.

Concerns and actions must be recorded on CPOMS and appropriate referrals made.

## Key Contacts

Role	Name	Contact Number	Email
Designated Safeguarding Lead	Preya Dhanecha	07887 557 952	<a href="mailto:Preya.dhanecha@globalacademy.com">Preya.dhanecha@globalacademy.com</a>
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Principal	Jonty Archibald		<a href="mailto:Jonty.archibald@globalacademy.com">Jonty.archibald@globalacademy.com</a>
Chair of Governors	Emma Bradley		<a href="mailto:Emma.bradley@global.com">Emma.bradley@global.com</a>
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