

Church Lawton School Closure Pupil Welfare Local Procedure

Issue Date: 23/3/20
Agreed by Governors – July 2020
Reviewed December 2020
Reviewed December 2021
Next Review December 2022

1. Purpose

To support children whilst the school is closed to ensure that the paramount welfare and safety of children is maintained and upheld.

2. Aims

The aims of this local procedure are:

- To acknowledge the need for effective and appropriate communication between all members of staff in relation to safeguarding students.
- To ensure appropriate action is taken in a timely manner to safeguard and promote children's welfare.
- To provide a systematic means of monitoring children known or thought to be at risk of harm, and ensure we, the school, contribute to assessments of need and support plans for those children.
- To develop a structured procedure within the school which will be followed by all members of the school community in cases of school closure.
- To maintain effective working relationships with all other agencies involved in safeguarding children.

3. Introduction

Despite risk assessments and efforts to ensure the safety and wellbeing of all pupils, within the home environment there may be a situation when a pupil becomes unsafe in the family home as a direct result of not being in school, where they are monitored on a daily basis between Monday – Friday during term time.

1. Equality Statement

Some children have an increased risk of abuse, and additional barriers can exist for some children with respect to recognising or disclosing it. We are committed to anti-discriminatory practice and recognise children's diverse circumstances. We ensure that all children have the same protection, regardless of any barriers they may face.

We give special consideration to children who:

- Have special educational needs or disabilities
- Are young carers
- May experience discrimination due to their race, ethnicity, religion, gender identification or sexuality
- Have English as an additional language
- Are known to be living in difficult situations – for example, temporary accommodation or where there are issues such as substance abuse or domestic violence
- Are at risk of FGM, sexual exploitation, forced marriage, or radicalisation
- Are asylum seekers

2. Roles and Responsibilities

Safeguarding and child protection is everyone's responsibility. This protocol applies to all staff, volunteers and trustees in the school and is consistent with the procedures of

our local safeguarding partners. Our policy and procedures also apply to extended school and off-site activities.

2.1 Senior Leaders' Responsibility

It is the Principals and Safeguarding Leads responsibility to ensure that staff are aware of safeguarding procedures in place to ensure that children are safe and not at risk.

Senior leaders are responsible for ensuring that all their staff are trained in safeguarding and are aware of this procedure, have read it, and have received appropriate training on dealing with disclosures and how to report a concern.

Senior leaders must ensure that any procedures on dealing with disclosures of abuse are circulated to all staff in the event of the school closing and staff contacting parent(s) and pupils whilst the school is closed.

2.2 Employee Responsibility

All staff, including part time staff, must be aware of the procedure, adhere to the procedures outlined and make considered use of the guidance offered.

It is the responsibility of each staff member; to maintain his or her skills and knowledge pertaining to safeguarding.

3. School Closure

If the school closes due to COVID-19 concerns, staff must continue to monitor the child/pupil on a weekly basis via telephone call to the family and child. Ordinarily face-to-face contact is preferred to monitor children deemed at either risk and or missing within education however; given the severity of the coronavirus outbreak, the government are advising limited contact with other humans.

The monitoring of pupils will apply to children that are looked after, Child in Need (under section 17 of 1989 children's act), children that are home tutored (elective home education) and or children that are persistently missing from education.

4. Child In Need

The Children's Act 1989 / 2004 states that it is the general duty of every local authority to safeguard and promote the welfare of children within their area who are in need of support; and so far as it is consistent with that duty, to promote the upbringing of such children by their families.

'Child in need' assessment under section 17 will identify the needs of the child and ensure that the family are given the appropriate support in enabling them to safeguard and promote the child's welfare.

The Safeguarding Team and Family Liaison Team will be responsible for contacting the parent(s) and child if the school is subject to closure due to COVID 19. They will advise the Safeguarding Lead of the outcome of that call via telephone or email. The Safeguarding Lead or Deputy is to then contact the Local Authority Children's Services worker either via email and / or telephone post communication with Family Liaison Officer. Should the Family Liaison Officer be unavailable this duty falls to the

Safeguarding Team who will liaise with each other and make necessary arrangements / referrals.

5. All Children Looked After or Accommodated

All children looked after or accommodated under the Children's Act 1989, that attend the school, will continue to be monitored by staff in the event of the school being closed.

6. Children Missing in Education

At Church Lawton School we follow Cheshire East, Staffordshire and Stoke-on-Trent procedures for dealing with children that go missing from lessons and/or school, particularly on repeat occasions, to help identify the risk of abuse and neglect, including sexual exploitation, and to help prevent the risks of their going missing in future. Parents should always inform us of the reason for any absence. Where contact is not made, a referral may be made to another appropriate agency (Missing Education and Child Employment Service, Social Care or Police).

Prior to the school closing, staff are to continue to monitor the child if the child is 'missing from education' and the school are to continue to follow local procedures for dealing with children that go missing from lessons and school. For safeguarding reasons, a child would remain as 'missing from education' despite the school closing, and as such all appropriate processes and referrals are completed in a timely manner.

7. Elective Home Education

School staff are to continue to monitor the child if the child is being electively home educated by the parent. Weekly monitoring by the school will continue throughout any closure of the school.

The Family Liaison Officer will be responsible for contacting the parent(s) and child if the school is subject to closure due to COVID 19. All concerns are to be reported to the safeguarding team, the local authority education team and children's services. Any immediate concerns about a child being at risk are to be reported to the police.

It is the responsibility of the member of staff to seek further instruction from the Church Lawton Safeguarding Team if required and this will be available when needed. The Family Liaison Officer will have emergency contact numbers of all members of the safeguarding team. Should the Family Liaison Officer be unavailable this duty falls to the safeguarding team who will be directed by the Principal and make necessary arrangements.

8. Private Fostering / Respite Care

We recognise that our school has a mandatory duty to report to the local authority when we become aware of, or suspect that, a child is subject to a private fostering arrangement. To aide our awareness we ensure that we establish parental responsibility for each and every child; we take steps to verify the relationship of the adults to the child when we register them.

A private fostering arrangement is one that is made privately (without the involvement of a local authority) for the care of a child under the age of 16 years (under 18, if disabled) by someone other than a parent or close relative, in their own home, with the intention that it should last for 28 days or more.

A close family relative is defined as a 'grandparent, brother, sister, uncle or aunt' and includes half-siblings and step-parents; it does not include great-aunts or uncles, great grandparents or cousins.

Parents and private foster carers both have a legal duty to inform the relevant local authority at least six weeks before the arrangement is due to start; not to do so is a criminal offence.

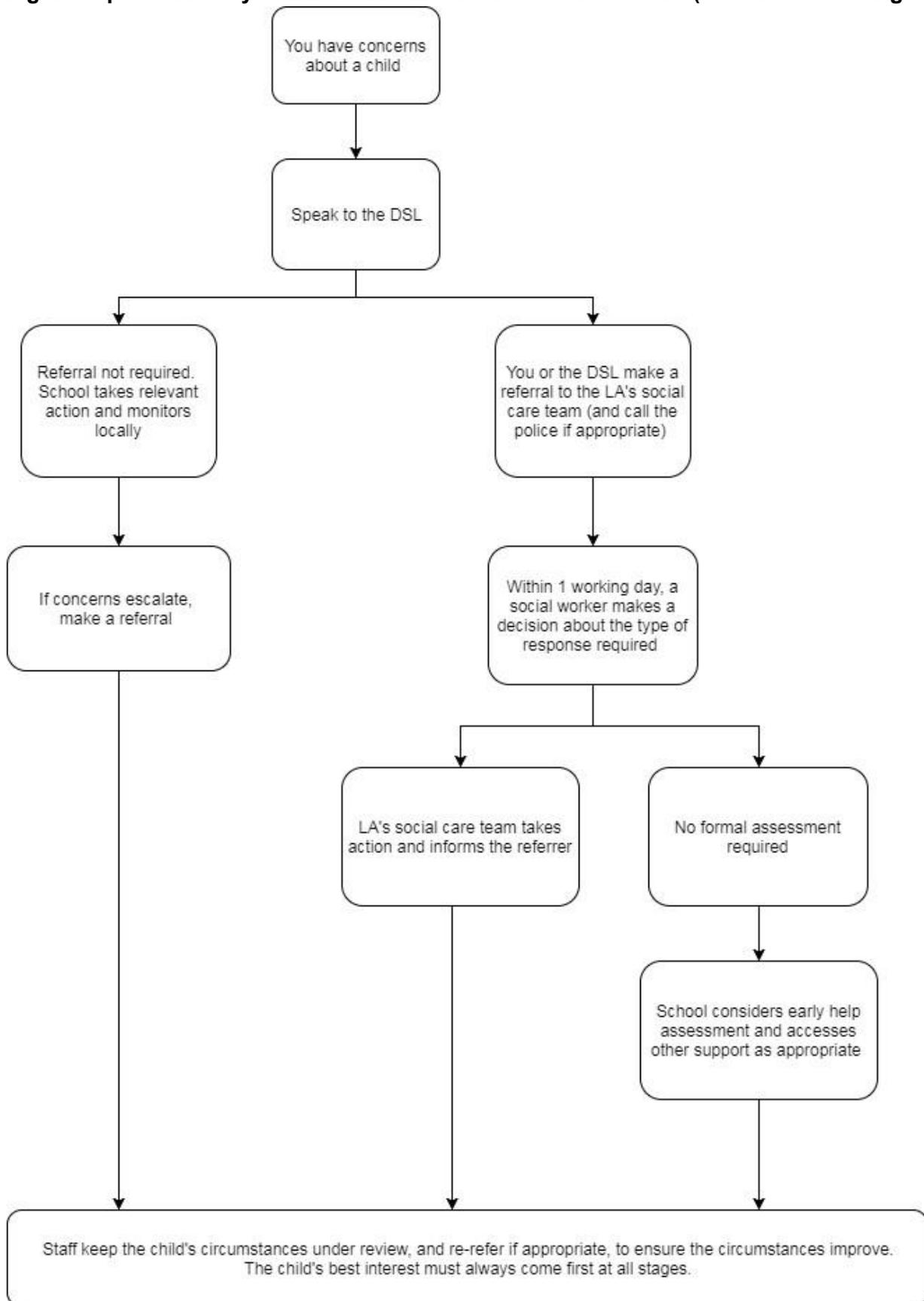
We recognise that parents and carers may be concerned about financial hardship following the impact of COVID-19, or that they want to protect either their child, or those adults in the high-risk group and so may look towards private fostering as a potential solution. Irrespective of motive, the law remains the same and these processes would be enacted. Whilst most privately fostered children are appropriately supported and looked after, we recognise that they are a potentially vulnerable group who should be monitored by the local authority, particularly when the child has come from another country. In some cases, privately fostered children are affected by abuse and neglect, or are involved in trafficking, child sexual exploitation or modern- day slavery.

Where a member of staff becomes aware of private fostering arrangements they are aware that they need to notify the Designated Safeguarding Lead. The Designated Safeguarding Lead will then speak to the family of the child involved to check that they are aware of their duty to inform the host authority of the child.

9. Whistleblowing

All staff should be aware of their duty to raise concerns about the attitude or actions of colleagues and a duty of candour. If necessary, they should speak to the DSL, Principal or Safecall an independent company working with the NAS on 0800 915 1571 or the Essex Designated Officer (DO).

Figure 1: procedure if you have concerns about a child's welfare (no immediate danger)



Appendix 1: Safeguarding Key Contacts Card

IN AN EMERGENCY, CONTACT THE POLICE – DIAL 999			
If a crime has been committed, but it is not urgent, contact 101			
School Contacts			
Name	Role	Telephone Number	Email
Lorraine Clegg	<ul style="list-style-type: none"> Designated Safeguarding Lead Designated Teacher for Looked After Children 	01270 877601	lorraine.clegg@naschurchlawton.cheshire.sch.uk
Carol Arthurs	<ul style="list-style-type: none"> Deputy Designated Safeguarding Lead 	01270 877601	arthursc@naschurchlawton.cheshire.sch.uk
Paul Scales	<ul style="list-style-type: none"> Safeguarding Team 	01270 877601	principal@naschurchlawton.cheshire.sch.uk
Rachel Whitehurst	<ul style="list-style-type: none"> Safeguarding Team 	01270 877601	rachel.whitehurst@naschurchlawton.cheshire.sch.uk
Hannah Lawson	<ul style="list-style-type: none"> Safeguarding Team 	01270 877601	Hannah.lawton@naschurchlawton.cheshire.sch.uk
Simon Lawley	<ul style="list-style-type: none"> Safeguarding Team 	01270 877601	lawleys@naschurchlawton.cheshire.sch.uk
Local Authority Contacts			
Local Authority	Role	Telephone Number	Email
Cheshire East	Consultation Service	0300 123 5012 Out of Hours 0300123 5022	
Staffordshire	Advice and Referral Team	0800 131 3126 Out of Hours 0345 604 2886	
Stoke-on-Trent	Advice and Referral Team	01782 235100 Emergency Duty Team 01782 234234	
Cheshire West	Integrated Access Team	0300 1237047 Out of Hours 01244977277	
LADO	Local Authority Designated Officer (LADO) Jenny Crowther/Melanie Campbell	01606 288931 First Response in the MASH 0800 1313126	
Other Contacts			
Name	Telephone Number		Email
NSPCC	0800 800 5000		
Childline	0800 11 11		
Kidscape Bullying Helpline	0845 1205 204		
Female Genital Mutilation	08000283550		fgmhelp@nspcc.org.uk
Samaritans	0845 790 9090		
CEOP Child Exploitation and Online Protection	https://ceop.police.uk/		
Foreign and Commonwealth Office (Forced Marriage Section)	0207 008 0151		
Crime stoppers	0800 555 111		
Channel / Prevent / Protect (Anti-Radicalisation)	01494 421371		