



Annex to Safeguarding and Child Protection Policy – Safeguarding and Child Protection during the COVID-19 Measures

Context

As a result of the current COVID-19 pandemic, all pupils and teachers at Wycombe Abbey are working from home. A full and varied curriculum is being delivered through a combination of different methods, but mainly online, for all pupils within the School.

This Annex is designed to address the current situation and should be read in conjunction with, and as a complement to, the current Safeguarding and Child Protection Policy which can be accessed [here](#).

This Annex sets out details of our safeguarding arrangements for:

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Version Control and Dissemination

This is version 1.0 of this Annex. It will be reviewed by the Safeguarding Committee, comprising of the Designated Safeguarding Lead (DSL), two Deputy Designated Safeguarding Leads (DDSL) and the Headmistress, on a regular basis as circumstances continue to evolve or following updated advice or guidance from the Department for Education. It is available on the School Website, and is made available to staff through the 'Summer Term 2020 – Key Information' section of MyWycombe. A hard copy of this advice is also provided for departments where their staff do not have access to MyWycombe.

Safeguarding Priority

During these challenging times, the safety and welfare of all pupils at Wycombe Abbey, whether they are currently at home or in attendance, continues to be the priority for all staff. The following fundamental safeguarding principles remain the same:

- The best interests of our pupils continue to be the main priority for all staff
- If any member of staff at Wycombe Abbey has a safeguarding concern, the usual protocols for raising a concern should be followed
- The DSL or DDSLs will always be available



- All pupils should continue to be protected when they are online

Current School Position

Teaching and Learning at Wycombe Abbey is taking place remotely, and a full timetable of lessons and activities will be in place for all pupils for the Summer Term 2020. A substantial number of lessons will take place via Microsoft Teams, and some lessons may be recorded by the School.

The following pieces of guidance have been sent by the DSL with clear instructions about the School's expectations of behaviour and conduct during this period of remote learning:

- Safeguarding Guidance – Digital Learning – March 2020 – v2 (for Staff only)
- Guidance for Parents and Pupils – Safeguarding in Digital Remote Learning (also sent to Staff)
- Safeguarding advice update – Recording of Lessons 27.04.20 (for Staff only)

Safeguarding Partners' Advice

We continue to work closely with our safeguarding partners, including the Buckinghamshire Safeguarding Children Partnership (BSCP), and we will ensure that this Annex is consistent with their advice, as well as that from the Department for Education. This would include expectations for supporting any children with Education, Health and Care Plans, the Local Authority Designated Officer (LADO), children's social care, reporting mechanisms, referral thresholds, and Children in Need.

Roles and Responsibilities

The roles and responsibilities for safeguarding at Wycombe Abbey remain in line with our Safeguarding and Child Protection Policy.

The DSL and/or the DDSs will be available on-site, by telephone and/or by online video during term time (during the week and at weekends). Please refer to the Safeguarding and Child Protection Policy for a reminder of the contact details for the DSL and DDSs.

Increased Vulnerability or Risk

Negative experiences and distressing life events, such as the current circumstances, can affect the mental health of pupils and their parents.

The DSL has identified individual pupils who are at a higher risk and a Safeguarding Risk Assessment is in place for these pupils. The DSL and DDSs are leading on regularly reviewing the communication with individual pupils identified as having a higher level of risk, and will continue to meet weekly to ensure that the correct support is in place for each pupil.

All staff at Wycombe abbey will have relevant information about the mental health of pupils and their parents. All staff will record any concerns on CPOMS or contact the DSL and/or DDSs.

All staff and pupils will receive a fortnightly Questionnaire including a variety of questions focusing on the practicalities of remote learning, as well as wellbeing. The responses to the questionnaires will be analysed by the Heads of Year, and will be used as a method of identifying any pupils with increasing vulnerability or risk. These identified pupils will be passed on to the Housemistress and the Safeguarding team via CPOMS.



Attendance

Where a child is expected but a pattern emerges where they do not take part in all or some of the online timetable put together for the Summer Term 2020, teachers will inform the relevant Housemistress who will attempt to contact the pupil and/or her family. If contact cannot be made, the DSL and/or DDSLs will be informed. All staff have been sent a copy of the "Remote Learning – Monitoring Attendance" document outlining the updated procedure.

The School will attempt to contact parents through various methods. If contact cannot be made, or if the DSL/DDSLs deem it necessary, contact will be made with the Local Authority for advice or further action.

If a pupil who has been identified as "vulnerable" does not attend the School physically during the Summer Term 2020, the DSL will notify their named Social Worker as per the guidance given by the Department for Education. Should a pupil identified as being "vulnerable" goes to another School for the Summer Term 2020, the DSL will notify the DSL of that School so that key information is passed on.

Reporting Concerns about Children or Staff

The importance of all staff acting immediately on any safeguarding concerns remains. Staff will continue to follow our Safeguarding procedures as outlined in the Safeguarding and Child Protection Policy and advise the DSL and/or DDSLs of any concerns that they have about any child during this period of remote learning.

The varied arrangements in place as a result of the COVID-19 measures do not reduce the risks that pupils may face from staff. Consequently, the School will continue to address any allegations of abuse made against Staff thoroughly and efficiently and in accordance with our Safeguarding and Child Protection Policy.

Safeguarding Training and Induction

For the duration of the COVID-19 measures, the DSL and DDSLs are unlikely to receive their refresher training. In line with Government guidance, our trained DSL and DDSLs will be classed as trained even if they cannot receive this training.

All current staff have received Safeguarding Training and have read Part One, Part Five and Annex A of Keeping Children Safe in Education (Sept 2019). When new staff are recruited, they will continue to receive a Safeguarding Induction in line with our Safeguarding and Child Protection Policy.

Safer Recruitment, Volunteers and Movement of Staff

It remains essential that individuals who are unsuitable are not allowed to gain access to young people.

When recruiting new staff, we will continue to follow our Safer Recruitment Policy and Procedure. We are also aware that 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 and the School will follow this guidance.

It is essential that we are aware, on any given day during Term Time, which staff are on our School site and that the appropriate checks have been carried out on those individuals. We will continue to maintain our Single Central Record (SCR) during these measures, and staff have been given clear guidance on signing in and out of the Site.



Peer on Peer Abuse

We recognise that children can abuse their peers and our staff are clear about the School's policy and procedures regarding peer on peer abuse as outlined in our Safeguarding and Child Protection Policy. All peer on peer abuse is unacceptable and will be taken seriously. We also recognise that abuse can still occur when pupils are not on site, particularly online; all Staff will remain vigilant to the signs of peer on peer abuse and will follow the process set out in our Safeguarding and Child Protection Policy should they become aware of it occurring.

A new document entitled "Remote Learning – Bullying" has been written to provide clear guidance for staff should the School be made aware of an incident of bullying during this period of remote learning.

Online Safety

It is likely that pupils will be using the internet and engaging with Social Media platforms far more during this time. All staff are aware of the signs of cyber-bullying and other online risks, such as Child Sexual Exploitation (CSE) or Grooming. All staff will continue to follow the process for Online Safety as set out in our Safeguarding and Child Protection Policy and Online Safety Policy.

Staff will continue to look out for signs that a pupil may be at risk. If a staff member is concerned about a pupil, they will follow the approach set out in this Annex and report that concern to the DSL or DDSLs.

All documents referenced within this Annex are available upon request by contacting the DSL, Victoria Fawkes, on fawkesv@wycombeabbey.com.