



## **Addendum to Child Protection Policy due to the circumstances of COVID-19**

Due to the current unprecedented circumstances of the COVID-19 virus it is necessary that all schools are prepared and have appropriate arrangements in place in relation to the management of any safeguarding or child protection concerns both on and off site during this time. Therefore, we have produced this addendum to our existing school's Child Protection Policy to ensure all staff, Governors and Parents understand our protocols for managing child protection concerns during this time.

### Designated Safeguarding Leads and Deputies

On Site: While our school site remains open for vulnerable children and children of key workers, the Designated Safeguarding Leads/Deputies are and continue to be our Designated Safeguarding Leads/Deputies due to their level of training and skill. The Designated Safeguarding Leads/Deputies are [Mrs Armstrong](#), [Mrs Clark](#), [Mrs Hunt](#), [Mrs Whelem-Tate](#) and [Mrs Norton](#). Due to these unprecedented circumstances they may not all physically be on our school site every day. [However, there will be at least one Designated Safeguarding lead on site each day. Please contact the Designated safeguarding lead identified below in the first instance:](#)

[Monday: Mrs Armstrong](#)

[Tuesday: Mrs Clark](#)

[Wednesday: Mrs Armstrong](#)

[Thursday: Mrs Clark](#)

[Friday: Mrs Hunt](#)

### Arrangements for Contact with Vulnerable Children

Where our school remains open, the Designated Safeguarding Leads and Deputies are fully aware of their vulnerable children and those they are expecting into school each day, should that child not arrive then the Designated Safeguarding Lead or Deputy will make contact with the parent or carer immediately and if no response contact front door services immediately.

Designated Safeguarding Leads/Deputies will continue to contact vulnerable children and their families in the following timescales if the school is closed or these children are not on

site: children the subject of a Child Protection Plan (daily), children who have a Child in Need Plan (twice weekly), Looked After Children (twice weekly dependent on the child's individual placement needs) or children with an Early Help Plan (weekly). If there are any issues raised during this time regarding their care, safety or ability to be contacted then the Designated Safeguarding Lead/Deputy will follow their local safeguarding procedures and contact their local front door services immediately (as per our Child Protection Policy).

#### Availability and contact arrangements for families and professionals who wish to make contact with the Designated Safeguarding Leads/Deputies

During these unprecedented circumstances the Designated Safeguarding Leads/Deputies will be available to be contacted by children, families and other services and agencies to ensure the safety and well-being of all our vulnerable children. They can be contacted via the school telephone number in the first instance and whether they are on or off site they will gain contact with any family or professional as soon as possible.

Alternatively, parents may choose to email the school info account and ask for a call from a designated safeguarding lead. A call will be returned as soon as possible.

Contact with the Designated Safeguarding Leads/Deputies should be within the hours of the school day 8:30am-3.30pm ONLY. Designated Safeguarding Leads/Deputies cannot be responsible for not receiving calls and messages outside of these times. In the event that children or families need support immediately please contact our front door services immediately (as per the information within the Child Protection Policy) or contact the Police.

#### Response to safeguarding or child protection concerns

As always our school's duty of care is to keep children safe and while the arrangements of the physical care of children and physical presence of our Designated Safeguarding Leads/Deputies may be different during this time the school's response remains the same and follows the guidelines as set out in our school's Child Protection Policy.

**Re-issued January 2021**