



# HUMPTY DUMPTY PRE-SCHOOL

All Saints Centre, New Road, Hackbridge, Surrey CR4 4JN

## SAFEGUARDING CHILDREN AND CHILD PROTECTION POLICY – COVID 19 ADDENDUM

This addendum applies from the start of the autumn term 2020. It reflects updated advice from our 3 local safeguarding partners LSCP and local authority (LA) London Borough of Sutton.

It sets out changes to our normal Child Protection policy in light of coronavirus, and should be read in conjunction with that policy. Unless covered here, our normal child protection policy continues to apply.

This addendum is subject to change, in response to any new or updated guidance the government may publish. We will keep it under re-view as set out in Section 15 below.

In this addendum, where we refer to measures to protect children who are at home, for reasons to do with coronavirus – for example, due to clinical and/or public health advice, such as if there's a local lockdown or if they need to self-isolate.

In this addendum, where we refer to vulnerable children, this means those who are assessed as being in need, including children:

- With a child protection plan
- With a child in need plan
- Looked after by the local authority
- Have an education, health and care plan (EHCP)

Have been assessed as otherwise vulnerable by educational providers or LA's, for example those are are:

- On the edge of receiving support from children's social care services.
- Adopted
- Living in temporary accommodation
- Considered vulnerable by the nursery and/or LA

### **Core safeguarding principles**

We will follow the statutory safeguarding guidance [Keeping Children Safe in Education](#) September 2021. We always have regard for these important safeguarding principles:

- The best interests of children must come first.
- If anyone has a safeguarding concern about any child, they should act on it immediately
- A Designated Safeguarding Lead (DSL) or Deputy Designated Safeguarding Lead should be available at all times. (see section 4 for details of our arrangements)
- It's essential that unauthorised people do not enter the nursery workforce or gain access to children
- Children should continue to be protected when they are online.

## **Reporting concerns**

All staff and volunteers must continue to act on any concerns they have about a child immediately. It is still vitally important to do this, both for children at nursery and those at home.

To report a safeguarding concern about a child we will continue to report using My Concerns which can be accessed remotely at all times.

As a nursery we will continue to work with and support children's social workers, where they have one, and to help protect vulnerable children.

## **DSL (and deputy) arrangements.**

We aim to have a trained DSL or deputy DSL on site wherever possible. The Designated Safeguarding Lead: Gillian Mankertz and Deputy Safeguarding Leads Jackie Barge and Vicki Mankertz

If our DSL (or deputy) cannot be on site, they can be contacted remotely by either emailing them on [humptydumpty17@virginmedia.com](mailto:humptydumpty17@virginmedia.com) or via the work telephone 07729 434226.

On occasions where the deputy is on site, they will be responsible for liaising with our off-site DSL/deputy to make sure they can:

- Identify the most vulnerable children in nursery
- Update and manage access to child protection files, where necessary
- Liaise with children's social workers where they need access to children in need and/or to carry out statutory assessments
- Maintain contact with vulnerable children

### **Working with other agencies**

We will continue to work with children's social care, with virtual school's heads for looked after and previously looked after children, and with any other relevant safeguarding and welfare partners, to help keep children safe.

We will continue to update this addendum where necessary, to reflect any updated guidance from:

- Our 3 local safeguarding partners
- The local authority, about children with education, health and care (EHC) plans, the local authority designated officer and children's social care, reporting mechanisms, referral thresholds and children in need.

### **Monitoring attendance.**

We will resume taking our attendance register. We will also follow guidance from the Department of Education on how to record attendance and what data to submit.

Where any child we expect to attend nursery does not attend, or stops attending, we will:

- Follow up on their absence with their parents or carers, by telephoning and discussing the reasons for the absence. Aim to come to a solution so that the child can return to nursery.
- Notify their social worker where they have one.

We will make arrangements with parents/carers to make sure we have up-to-date emergency contact details, and additional contact details where possible, through sending out data collect sheets upon our return in September.

### **Peer on peer abuse**

We will continue to follow the principles set out in part 5 of Keeping Children Safe in Education when managing reports and supporting victims of peer on peer abuse.

Staff should continue to act on any concerns they have immediately – about both children attending nursery and those at home.

We will follow the nursery's procedure for this however depending on if the children are at nursery or home may mean that our conversations happen over the telephone.

### **Concerns about a staff member or volunteer**

We will continue to follow the principles set out in part 4 of Keeping Children Safe in Education. Staff should continue to act on any concerns they have immediately – whether those concerns are about staff/volunteers working on site or remotely.

We will continue to report concerns about a member of staff/volunteer to the Manager and any concerns regarding the Manager will be reported to the Deputy Manager. Where there are concerns about an adult the Manager and the Deputy Manager will seek support of the LADO. We will continue to refer adults who have harmed or pose a risk of harm to a child or vulnerable adult to the Disclosure and Barring Services (DBS)

## **Contact plans**

We have contact plans for children with a social worker, and other children who we have safeguarding concerns about, for circumstances where the child is at home.

Each child has an individual plan, which sets out:

- How often the nursery will make contact - this will be at least once a week
- Which staff member(s) will be make contact – as far as possible, this will be staff who know the family well
- How staff will make contact – this will be over the telephone, via class video calls. The SLT may also make doorstep visits if needs be.

We have agreed these plans with children's social care where relevant, and will review them at each review meeting.

If we cannot make contact, we will make a doorstep visit and then we will escalate this to children's services if the child is deemed as vulnerable or the police.

## **Safeguarding all children**

Staff and volunteers are aware that this difficult time potentially puts all children at greater risk.

Staff and volunteers will continue to be alert to any signs of abuse, or effects on pupils' mental health that are also safeguarding concerns, and act on concerns immediately.

### **Children returning to Nursery**

The DSL (or deputy) will do all they reasonable can to find out from parents and carers whether there have been any changes regarding welfare, health and wellbeing that they should be aware of before children return.

The DSL (and deputy) will be given time to support staff and children regarding any new concerns (and referrals as appropriate) as children return to nursery.

Staff and volunteers will be alert to any new safeguarding concerns as they see children in person.

### **Children at home**

The nursery will maintain contact with the parents of children at home. Staff will speak to them to help identify any concerns. They will use the nursery phone to make calls home. DSL's may if necessary use personal phones but they will withhold their personal number.

Staff and volunteers will look out for signs like:

- No contact from the family of children at home.
- Parents seeming more withdrawn etc during the phone calls.

### **Mental Health**

Children returning to Nursery –

Staff and volunteers will be aware of the possible effects that this period may have had on the children's mental health. They will look out for behaviour signs, especially the children being fearful, withdrawn, aggressive, oppositional or excessively clingy, to help identify where support may be needed.

### **Staff and Volunteer recruitment**

We continue to recognise the importance of robust safer recruitment procedures, so that staff and volunteers who work in our nursery are safe to work with children.

We will continue to follow our safer recruitment procedures, and part 3 of Keeping Children Safe in Education.

When carrying out DBS checks and right to work checks, we will follow the latest guidance from the DBS, Home Office and Immigration Enforcement as appropriate (for example, with regards to the process for verifying documents). We will inform candidates about the intended process as soon as reasonably practical.

### **Safeguarding induction and training**

We will make sure staff and volunteers are aware of changes to our procedures and local arrangements.

New staff and volunteers will continue to receive a safeguarding induction in line with the expectations of Keeping Children Safe in Education.

### **Monitoring Arrangements**

This policy will be reviewed as guidance from the 3 local safeguarding partners, the LA or Department for Education is updated, and as a minimum of 3-4 weeks by the Designated Safeguarding Leads.



**Links with other policies:**

- Children Protection & Safeguarding Policy
- Staff Code of Conduct
- Acceptable Use Policy
- Health and Safety Policy
- Behaviour Policy

This policy was reviewed on September 2021

It will be reviewed every 3 to 4 weeks