



**INNOV8
SPORTZ**
Community Interest Company

Child Protection and Safeguarding Policy Addendum

COVID-19 Safeguarding Arrangements

1. Key Contacts

Key Contact list for Safeguarding in Innov8 Sportz CIC at Hungerford Primary:

	Name	Telephone contact	Email
Designated Safeguarding Lead	Jan Loughlin	07810 508597 07827 220308	Jan.innov8sportzcic@gmail.com
Deputy Designated Safeguarding Lead	Terry Bathe	07837 535499	Terry.innov8sportzcic@gmail.com
Senior Leaders	Tina Galbraith or Rachel Patterson	07827 220308	Tina.innov8sportzcic@gmail.com Rachel.innov8sportzcic@gmail.com

Key Contacts within the Local Authority

Pan Berkshire Safeguarding Procedures: <http://berks.proceduresonline.com/>

	Name	Address	Telephone contact	Email
Contact, Advice & Assessment Service (CAAS)	Duty Social worker	Council Offices West Street House West Street Newbury Berkshire RG14 1BD	Professionals only contact number: 01635 503190 Parents only Contact number: 01635 503090 or Emergency Duty Team (outside of office hours) Tel: 01344 786543 Fax: 01344 786535	child@westberks.gov.uk
Prevent Officer Thames Valley Police	Prevent officer	Reading Police Station Castle Street Reading RG1 7TH	07788 307 178	Preventreferrals@thamesvalley.pnn.police.uk
Building communities together Team Manager and PREVENT Lead, WBC	Susan Powell	Council Offices Market St Newbury	(01635) 264703 07881 856801	susan.powell@westberks.gov.uk www.westberks.gov.uk
Service manager for early years, vulnerable learners and families	Axihil Alshby	Council Offices West Street House West Street Newbury Berkshire RG14 1BD	01635 519014	AxihilAlshby@westberks.gov.uk

Principal Education Welfare Officer, Lead Officer in Education for Safeguarding, and PREVENT Link for Education	Linda Curtis	Council Offices West Street House West Street Newbury Berkshire RG14 1BD	01635 519014	Linda.curtis@westberks.gov.uk
Schools Safeguarding Officer	Joan Ball	Council Offices Turnham's Green Park Pincents Lane Tilehurst Reading Berkshire RG31 4UH	01189 167770	joan.ball@westberks.gov.uk
Local Authority Designated Officer Contact can be made via CAAS	Fiona Goussard	Council Offices West Street House West Street Newbury Berkshire RG14 1BD	via CAAS on 01635 503190	cpadmin@westberks.gov.uk or cpadmin@westberks.gcsx.gov.uk
Senior Education Welfare Officer,	Sally-Ann Looker	Council Offices West Street House West Street Newbury Berkshire RG14 1BD	01635 519788	sal.looker@westberks.gov.uk

Virtual School Headteacher	Robin Douglas	Council Offices West Street House West Street Newbury Berkshire RG14 1BD	01635 503195	Robin.Douglas@westberks.gov.uk
Exclusions Officer	Roslyn Arthur	Council Offices West Street House West Street Newbury Berkshire RG14 1BD	01635 503409	Roslyn.Arthur@westberks.gov.uk

2. Context

From 20th March 2020 parents were asked to keep their children at home, wherever possible, and for schools to remain open only for those children 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 children - children who are vulnerable, and children whose parents are critical to the COVID-19 response and cannot be safely cared for at home

3. Vulnerable children

Vulnerable children include those who have a social worker and those children and young people up to the age of 25 with education, health and care (EHC) plans.

Those who have a social worker include children who have a Child Protection Plan and those who are looked after by the Local Authority. A child 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 EHC plan will be risk-assessed in consultation with the Local Authority and parents, to decide whether they need to continue to be offered a school or college place 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. Many children and young people with EHC plans can safely remain at home.

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

As childcare providers we must know who our most vulnerable children are. We must have the flexibility to offer a place to those on the edge of receiving children's social care support and this may mean sharing resources with Hungerford Primary School or other settings.

Innov8 Sportz CIC will continue to work with and support children's social workers to help protect vulnerable children. This includes working with and supporting children's social workers and the local authority virtual school head (VSH) for looked-after and previously looked-after children. The lead person for this will be Jan Loughlin.

There is an expectation that vulnerable children who have a social worker will attend an educational setting, so long as they do not have underlying health conditions that put them at risk, for the duration of this period, including the school holidays.

In circumstances where a parent does not want to bring their child to an education setting, and their child is considered vulnerable, the social worker and school will explore the reasons for this directly with the parent.

Innov8 Sportz CIC will do all that is needed to support the child's school and social worker where needed, including informing them if the child ceases to attend any out of school hours or holiday provision

Where parents are concerned about the risk of the child contracting COVID19, Innov8 Sportz CIC, the school or the social worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England.

Innov8 Sportz CIC will encourage our vulnerable children and young people to attend a school and out of school hours care and holiday provision, as appropriate.

4. Attendance monitoring

A register will be taken of those attending out of school hours or holiday care.

Innov8 Sportz CIC will follow up on any attendee that they were expecting to attend who does not.

Innov8 Sportz CIC will also follow up with any parent or carer who has arranged for their child/children to attend out of school hours or holiday care who subsequently do not attend.

Innov8 Sportz CIC will inform the School and/or the Social Worker who knows the child/children of any lack of attendance.

To support the above, Innov8 Sportz CIC will confirm emergency contact numbers are correct and ask for any additional emergency contact numbers where they are available.

The Department for Education has introduced a [daily online attendance form](#) to keep a record of children of critical workers and vulnerable children who are attending school. This allows for a record of attendance for safeguarding purposes and allows schools to provide accurate, up-to-date data to the department on the number of children taking up places.

Innov8 Sportz CIC will inform Head Teachers on a daily basis of attendance details for their records.

5. Designated Safeguarding Lead

Innov8 Sportz CIC has a Designated Safeguarding Lead (DSL) and a Deputy DSL.

The Designated Safeguarding Lead is: **Jan Loughlin**

The Deputy Designated Safeguarding Lead is: **Terry Bathe**

It is important that all Innov8 Sportz CIC staff and volunteers have access to a trained DSL (or deputy). On each day, staff on site will be made aware of who that person is and how to speak to them.

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

Best practice 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 Childcare Leader will assume responsibility for co-ordinating safeguarding on site.

This might include updating and managing access to child protection files and liaising with the offsite DSL. If Innov8 Sportz CIC has children attending from another school, liaising with the DSL from their school, and if required, liaising with children's social workers.

6. Reporting a concern

Where staff have a concern about a child, they should continue to follow the process outlined in Innov8 Sportz CIC's Child Protection and Safeguarding Policy.

Staff are reminded of the need to report any concern immediately and without delay.

Where staff are concerned about an adult working with children in the setting, they should report immediately to the DSL.

Concerns around the DSL should be directed to the Local Authority Designated Officer.

DSLs will continue to report concerns to CAAS in the usual way.

During office hours call **01635 503190**

Out of office hours, Emergency Duty Team Tel: **01344 786543**

7. Safeguarding Training and induction

DSL training has been suspended 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 staff have had safeguarding training and have read part 1 of Keeping Children Safe in Education (2019). The DSL will communicate with staff any new local arrangements, so they know what to do if they are worried about a child.

Free online Safeguarding training is available for staff working from home.

Where new staff are recruited, or new volunteers enter the setting, they will continue to be provided with a safeguarding induction.

If staff are deployed from another education or children's workforce setting to our setting, we will take into account the DfE supplementary guidance on safeguarding children 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

Upon arrival, they will be given a copy of Innov8 Sportz CIC's Child Protection and Safeguarding Policy, confirmation of local processes and confirmation of DSL arrangements.

8. Safer recruitment/volunteers and movement of staff

It remains essential that people who are unsuitable are not allowed to enter the children's workforce or gain access to children. When recruiting new staff, Innov8 Sportz CIC will continue to follow the relevant safer recruitment processes for our setting, including relevant sections in part 3 of Keeping Children Safe in Education (2019) (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.

If Innov8 Sportz CIC is 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.

Innov8 Sportz CIC 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.

Whilst acknowledging the challenge of the current National emergency, it is essential from a safeguarding perspective that any setting is aware, on any given day, which staff/volunteers will be in the setting, and that appropriate checks have been carried out, especially for anyone engaging in

regulated activity. As such, Innov8 Sportz CIC will continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE.

Innov8 Sportz CIC will continue to provide a safe environment, including online. This includes the use of an online filtering system.

Where students are using computers in the setting, appropriate supervision will be in place.

9. Supporting children in the setting

Innov8 Sportz CIC is committed to ensuring the safety and wellbeing of all its participants.

Innov8 Sportz CIC will continue to be a safe space for all children to attend and flourish. The CAO will ensure that appropriate staff are on site and staff to pupil ratio numbers are appropriate, to maximise safety.

Innov8 Sportz CIC will refer to the Government guidance for education and childcare settings on how to implement social distancing and continue to follow the advice from Public Health England on handwashing and other measures to limit the risk of spread of COVID19.

Innov8 Sportz CIC will share safeguarding messages on its website and social media pages.

Innov8 Sportz CIC recognises that childcare providers are a protective factor for children and young people, and the current circumstances, can affect the mental health of children and their parents/carers.

Innov8 Sportz CIC will ensure that where we care for children of critical workers and vulnerable children on site, we ensure appropriate support is in place for them. This will be bespoke to each child and recorded appropriately.

10. Peer on Peer Abuse

Innov8 Sportz CIC recognises that during the schools closure a revised process may be required for managing any report of such abuse and supporting victims.

Where Innov8 Sportz CIC 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 and Safeguarding Policy.

Innov8 Sportz CIC will listen and work with the young person, parents/carers and any multi-agency partner required to ensure the safety and security of that young person.

Concerns and actions must be recorded, and appropriate referrals made.

All staff will be sent this additional policy to read and to will sign to say they have read and understood the content.