

Safeguarding Policy

COVID-19 ANNEX



Newcastle Preparatory School will continue to be committed to the safeguarding of children during the COVID-19 pandemic.

During this period, all of the school's existing policies, including the Safeguarding Policy will continue to apply. This document is intended as an annex to the full Safeguarding Policy and references to specific elements of this policy are made throughout this annex.

In order to ensure the safety and welfare of our children during this unprecedented time, NPs will adhere strictly to the DfE Coronavirus guidance.

<http://safeguarding.info/covid19safeguarding>

Designated Safeguarding Lead (DSL)

A Designated Safeguarding Lead or Deputy Safeguarding Lead will always be available, either on site or via telephone or email. The contact details for the DSL are as follows:

Role	Name	Contact Details
Designated Safeguarding Lead (DSL)	Fiona Coleman	0191 2811769 (or 07932446709 out of hours) fcoleman@newcastleprep.co.uk
Deputy DSL	Gemma Strong	0191 2811769 (or 07786584847 out of hours) gstrong@newcastleprep.co.uk
Head Teacher	Fiona Coleman	0191 2811769 (or 07932446709 out of hours) fcoleman@newcastleprep.co.uk
Named Safeguarding Governor	Claire Winskell	0191 2811769
Chair of Governing Body / board of trustees	Richard Appleby	0191 2811769 chair@newcastleprep.co.uk

All staff continue to be aware of the procedures involved in raising a concern via the DSL or by contacting the Police directly themselves via 999 should they be concerned that a child is at risk of immediate and significant harm.

Parents who have a concern regarding a child should also contact the DSL. Any information or concerns which are shared with a class teacher will be immediately forwarded to the DSL without delay.

In accordance with paragraph 5.13 of the Safeguarding Policy, any concerns about Peer on Peer abuse should be reported to the DSL without delay.

In accordance with paragraph 11 of the Safeguarding Policy, any concerns about a staff member who may pose a safeguarding risk to children in line with Part 4 of KCSIE, should be reported to the Head Teacher in the first instance. Allegations made against the Head Teacher should be reported to the Chair of Governors. Clear procedures regarding the process of managing allegations of abuse against staff are given in the Whistleblowing Policy.

Vulnerable children

The school will continue to support and protect vulnerable children and they will be permitted to attend school with the children of key workers should a second full lockdown occur. Pupils who are clinically vulnerable and unable to return to school will be taught remotely and will be in daily communication with their teacher.

Key worker children and Vulnerable children in School

NPS continues to be a safe learning environment. Appropriate staffing arrangements are in place including the provision of qualified First Aiders.

A detailed attendance register of pupils and staff on site each day is recorded and submitted to the DfE.

Health and safety guidelines from Public Health England regarding the COVID 19 pandemic are being followed. Full details may be found here.

<https://www.gov.uk/government/organisations/public-health-england>

Remote Learning

NPS will continue to provide a safe environment for online learning via the TEAMS platform. All staff and pupils have been reminded of and adhere strictly to the Acceptable Use Agreement, Online Safety Policy, Code of Conduct and Behaviour Policy. Contact will be maintained via TEAMS and the school's email accounts with pupils who are unable to attend school. Work will be set and marked daily via Teams for those pupils.

Recruitment Selection

NPS will continue to follow safer recruitment processes when recruiting new staff, including volunteers, having regard to the relevant sections in Part 3 of KCSIE.

NPS will continue to follow its legal duty to refer to the DBS anyone who has harmed or poses a risk of harm to a child or vulnerable adult, and continue to consider making referrals to the Teaching Regulation Agency (TRA) where required under KCSIE.

NPS will continue to keep the single central record (SCR) up to date.

Working in Partnership

NPS will continue to work in partnership with local safeguarding partners, local authorities, the Local Authority Designated officer (LADO) and children's social care, regarding reporting mechanisms, referral thresholds and children in need.

A full list of local safeguarding partners is given below.

Social Care	
Initial Response Service Children's Social Care Civic Centre, Barras Bridge Newcastle upon Tyne NE1 8QH Tel: 0191 277 2500	Out of hours Emergency Duty Team Civic Centre Barras Bridge Newcastle upon Tyne NE1 8PU Tel: 0191 2787878
LADO	Telephone Number
Melanie Scott Children's Safeguarding Standards Unit Allendale Road Byker Newcastle upon Tyne NE6 2SZ Email: melanie.scott@newcastle.gov.uk	Tel: 0191 2774636
Police/Law & Order	Telephone Number
Police Child Abuse and Vulnerable Adults Unit Protecting Vulnerable People Unit Middle Engine Lane Police Station Wallsend NE28 9NT	Tel: 101
Prevent team Email: specialbranch@northumbria.pnn.police.uk	Tel: 101
Anti-Terrorist hotline	0800 789 321
Education	Telephone Number
Children Missing in Education Team	Tel: 0191 277 4500
Education HR team	Tel: 0191 277 4500
Other Contact	Telephone Number
NSPCC Whistleblowing Helpline (Mon-Fri 8am-8pm)	Helpline: 0800 028 0285
Ian Clennell (Clennell Education Solutions)	Tel: 07496 186990
Education Department	Telephone Number
Children Missing in Education Team	Tel: 0191 277 4500
Education HR team	Tel: 0191 277 4500
Other	Telephone Number
NSPCC Whistleblowing Helpline (Mon-Fri 8.00am-8.00pm)	Helpline: 0800 028 0285
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September 2020