

Reviewed Jan 2021

Review March 2021

Addendum to the Health and Safety Policy - Covid-19

In respect of health and safety the school would follow the current policy and adhere as much as is practicably possible to Government guidelines which is referred to in the Planning Tool and Risk Assessments.

DfE Guidance

17.2 Are schools still required to have a designated first aider on site?

Under the Health and Safety (First Aid) Regulations 1981, employers are responsible for providing adequate and appropriate equipment, facilities and personnel to ensure their employees receive immediate attention if they are injured or taken ill at work. These regulations still apply but there is no set ratio of people to first aiders. Instead, educational settings are expected to conduct risk assessments to determine their own requirements.

We strongly recommend schools consult advice set out by the [Health and Safety Executive on coronavirus](#), including:

- [first aid at work](#)
- [first aid cover and qualifications during the coronavirus outbreak](#)

For further information on additional first aid requirements in early years settings please read the department's guidance on [actions for early years and childcare providers during the coronavirus outbreak](#).

17.3 Are schools still required to follow standard procedures for health and safety and general estate management?

Employers still have a statutory duty and responsibility to ensure the health safety and welfare of their workforce. This includes ensuring that there are proportionate and reasonable measures in place to ensure that their employees (and others) are safe during the coronavirus outbreak.

Employers will be aware that many working environments have changed in light of the current [protective measures](#). Where this is the case, employers will need to undertake and review risk assessments in line with these changes.

Employers may want to review health and safety arrangements for (but not restricted to) online safety, home working, lone workers, working with display screens, stress, and mental health. Schools should also consider how any partial/ temporary closures might impact on specialist and technical work or learning areas, such as science labs. Read further information on [how to manage these areas during this outbreak](#).

DfE has issued guidance on [Managing partially open premises](#) to those bodies responsible for the maintenance of school buildings. Schools should consult with these bodies where they have further questions.

17.4 Are statutory inspections of equipment still required?

The Health and Safety Executive (HSE) have confirmed that there is still a requirement for statutory inspection of plant and equipment. Read HSE's guidance on [work equipment during the coronavirus](#).

The Department for Education has also written to all responsible bodies giving additional operational health and safety information. Read guidance on [Managing schools premises which are partially open](#).

Addendum to Behaviour Policy - Covid-19

All references to rewards assemblies have been removed.

No child would be sent to work with another group because of poor behaviour.

Added to the policy:

This will include deliberately breaking social distancing rules or any behaviour that puts others at risk.

This behaviour would result in an immediate Fixed Term Exclusion. (referenced in the Risk Assessment)

DFE Guidance Behaviour expectations

Schools should consider updating their behaviour policies with any new rules/policies, and consider how to communicate rules/policies clearly and consistently to staff, pupils and parents, setting clear, reasonable and proportionate expectations of pupil behaviour. Further details are available at [Behaviour and discipline in schools](#). Schools should set out clearly at the earliest opportunity the consequences for poor behaviour and deliberately breaking the rules and how they will enforce those rules including any sanctions. This is particularly the case when considering restrictions on movement within school and new hygiene rules. Schools will need to work with staff, pupils and parents to ensure that behaviour expectations are clearly understood, and consistently supported, taking account of individual needs and should also consider how to build new expectations into their rewards system.

It is likely that adverse experiences and/or lack of routines of regular attendance and classroom discipline may contribute to disengagement with education upon return to school, resulting in increased incidence of poor behaviour. Schools should work with those pupils who may struggle to reengage in school and are at risk of being absent and/or persistently disruptive, including providing support for overcoming barriers to attendance and behaviour and to help them reintegrate back into school life.

We acknowledge that some pupils will return to school having been exposed to a range of adversity and trauma including bereavement, anxiety and in some cases increased welfare and safeguarding risks. This may lead to an increase in social, emotional and mental health concerns and some children, particularly vulnerable groups such as children with a social worker and young carers, will need additional support and access to services such as educational psychologists, social workers, and counsellors. Additionally, provision for children who have SEND may have been disrupted during partial school closure and there may be an impact on their behaviour. Schools will need to work with local services (such as health and the local authority) to ensure the services and support are in place for a smooth return to schools for pupils.

The disciplinary powers that schools currently have, including exclusion, remain in place. Permanent exclusion should only be used as a last resort. Where a child with a social worker is at risk of exclusion, their social worker should be informed and involved in relevant conversations.

Any disciplinary exclusion of a pupil, even for short periods of time, must be consistent with the relevant legislation. Ofsted will continue to consider exclusions, including the rates, patterns and reasons for exclusion and to look for any evidence of off-rolling. Off-rolling is never acceptable. Ofsted is clear that pressuring a parent to remove their child from the school (including to home educate their child) is a form of off-rolling. Elective home education should always be a positive choice taken by parents without pressure from their school.

Addendum to the Safeguarding Policy – Covid-19

Ironstone Academy Trust (March 2020)

Reviewed July 2020

Reviewed Jan 2021

Reviewed March 2021

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

Designated Safeguarding Leads and Deputies

Should our site only be open for key workers:

While our school site remains open for vulnerable children and children of key workers, the Designated Safeguarding Leads/Deputies are unchanged. However, due to these unprecedented circumstances they may not physically be on our school site every day. In this case, a member of our teaching staff will be physically on site and they will be able to liaise directly with the Designated Safeguarding Leads/Deputies if incidents of a child protection nature occur.

Should our school site be entirely closed then we will update our website and Child Protection Policy with our arrangements.

Children moving across provisions due to school closures *(This is not planned at this time)*

If, however, due to these unprecedented circumstances our school has chosen to close and send our vulnerable children to another school, we will share their contact details with parents and carers, and on the website. Designated Safeguarding Leads/Deputies will be identified and shared. Information regarding these children has been shared between our schools in the interests of safeguarding and protecting our children. This information has followed appropriate confidentiality protocols and is in line with the GDPR and Data Protection Act.

Arrangements for Contact with Vulnerable Children

Where our schools remain 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 if the school is closed or these children are not on site based on a risk assessment, this includes: children the subject of a Child Protection Plan, children who have a Child in Need Plan, Looked After Children (dependent on the child's individual placement needs) or children with an Early Help Plan. Contact will be at least 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 Headteacher, who has shared their mobile number with the Local Authority, acting as a SPOC in these circumstances. The school telephone number acts as reserve. Whether they are on or off site, the HT will gain contact with any family or professional as soon as possible. All contacts are stored securely on CPOMS.

Contact with the Designated Safeguarding Leads/Deputies should be within the hours of the school day 9am-3.30pm ONLY *Easter holiday arrangements need to be added if this is revised. 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.

Issued 27th March 2020

Revised 28th March 2020

Revised 30th March 2020

Revised 7th July 2020

DfE Guidance

Safeguarding

Schools should consider revising their child protection policy (led by their Designated Safeguarding Lead) to reflect the return of more pupils. Schools must have regard to the statutory safeguarding guidance, [keeping children safe in education](#) and should refer to the [coronavirus \(COVID-19\): safeguarding in schools, colleges and other providers guidance](#).

Designated safeguarding leads (and deputies) should be provided with more time, especially in the first few weeks of term, to help them provide support to staff and children regarding any new safeguarding and welfare concerns and the handling of referrals to children's social

care and other agencies where these are appropriate, and agencies and services should prepare to work together to actively look for signs of harm.

Communication with school nurses is important for safeguarding and supporting wellbeing, as they have continued virtual support to pupils who have not been in school.

DfE Guidance

Attendance

Attendance is compulsory from September 2020.

No penalties for attendance have been issued during this period and this will remain the case for the near future.

This will be reviewed on return to school.

All other attendance policies will remain in place to safeguard children. A register will be taken and parents contacted if their child does not arrive at school. Parents are asked to bring and collect children to school during this period. Arrival and departure procedures are slightly different for each year group, with staggered start and finish times.

Attendance expectations

In March when the coronavirus (COVID-19) outbreak was increasing, we made clear no parent would be penalised or sanctioned for their child's non-attendance at school.

Now the circumstances have changed and it is vital for all children to return to school to minimise as far as possible the longer-term impact of the pandemic on children's education, wellbeing and wider development.

Missing out on more time in the classroom risks pupils falling further behind. Those with higher overall absence tend to achieve less well in both primary and secondary school. School attendance will therefore be mandatory again from the beginning of the autumn term. This means from that point, the usual rules on school attendance will apply, including:

- parents' duty to secure that their child attends regularly at school where the child is a registered pupil at school and they are of compulsory school age;
- schools' responsibilities to record attendance and follow up absence
- the availability to issue sanctions, including fixed penalty notices in line with local authorities' codes of conduct

Ironstone Academy Trust: Attendance at Zetland Primary September 2020

In September, school attendance will be mandatory.

This means that the legal duty on parents of children of compulsory school age will apply. It is vital that children return to school as quickly as possible for their educational progress, wellbeing and wider development.

Where shielding advice remains in place for your child, it is important that you communicate this information to **the School Office, where Mrs Richarson or Mrs Best will take your message**, so we can in turn ensure remote learning continues. We would ask for evidence from your child's doctor or other medical professional, to support this requirement. The same support may be considered where a child is self-isolating with symptoms.

It is the expectation that parents will avoid a holiday in term-time as this will cause further disruption to their child's education. Holidays in term-time must be in writing to the Headteacher using the appropriate form and **providing details of the destination to be visited**. A request will only be agreed where it is satisfied there is an exceptional circumstance that is in accordance with the **Ironstone Academy Trust** policy. If the area to be visited is at high risk of transmission of the coronavirus, the school must ensure that there is an individual risk assessment in place for the child to return to school.

Legal powers to enforce attendance will be used where a child misses school without a valid reason and the absence is unauthorised.