



Annex to Safeguarding Children, Young People & Vulnerable Adults Policy & Procedure Tuesday 31 March 2020

In these exceptional circumstances, where our current contact with students is no longer face to face, we are conscious that young people could be at greater risk of abuse. We remind all staff to maintain the view that 'it could happen here' and to immediately report any concern, no matter how small, to the safeguarding team via [My Concern](#).

RESPONSE TO COVID-19

There have been significant changes within our setting and within the UK in response to the outbreak of COVID-19.

This annex sets out some of the adjustments South Gloucestershire & Stroud College is making in line with the changed arrangements in the college and following advice from government and local agencies:

- [South West Child Protection Procedures](#)
- [Tri-x Resource Coronavirus \(COVID-19\)](#)

The current position is that, following the Government announcement, all college sites are closed except to our most vulnerable learners with a social worker, learners of key workers and ECHP learners. Timetables have been adjusted to support remote delivery.

Despite the changes, the College's Safeguarding Children, Young People & Vulnerable Adults Policy & Procedure is fundamentally the same: the welfare of children and young people always comes first, staff should respond robustly to safeguarding concerns and referrals should continue to be made in line with our established safeguarding procedure.

The pressures on children, young people and their families at this time are significant. There will be heightened awareness of family pressures for a variety of reasons including through having to stay within the household, through financial hardship or health anxieties. These areas should be considered in terms of setting any work for students to undertake at home (including recognising the impact of online learning and their ability to access, or not, online resources). Staff may be aware of the mental health of both students and their parents or carers, and should refer to safeguarding about any emerging concerns.

We have undertaken a scoping exercise to identify the most vulnerable students and individual arrangements have been made with students who have an attached social worker and those with an EHCP.

For students subject to a Child Protection Plan and Child In Need Plan, and who have an allocated social worker: contact will be made by the safeguarding team twice weekly with these students in agreement with the family and social worker. Where students or families have requested this to be once per week, this has been discussed and agreed with the allocated social worker. Social Workers are contacted and provided with a weekly update.

For students who are Looked after Children and Care Leavers: contact will be made by the Education & Wellbeing Team who will make contact daily, weekly or twice weekly as agreed with the student, carer and social worker.

For students with an EHCP: Support Workers and Learning Support Advisors will maintain regular contact as agreed with student and parents / carers. Support can be delivered through individual arrangements based on curriculum activity.

For students on the edge of social care involvement or pending allocation of a social worker, or identified as high risk: contact will be made by the safeguarding team once per week for a welfare check.

NB Contact will be made with students remotely via TEAMS Chat, Pro-Monitor Text, Email or if available by work mobile phone.

In addition these groups and children of key workers have been offered on-site provision in line with the government guidance [gov.uk/coronavirus](https://www.gov.uk/coronavirus).

For this provision the college is following the attendance guidance issued by the government. Where a student is expected and does not arrive the college will follow our attendance procedure and make contact with the family. If contact is not possible by 09:00 the DSL or DDSL must be informed. The DSL or DDSL's will attempt to contact the parent / carer.

A risk assessment has been undertaken to consider the implications of COVID-19 alongside other risks perceived to students. The risk of COVID-19 does not override the duty on the college to ensure children and young people are safe.

REPORTING ARRANGEMENTS

Moira Foster-Fitzgerald, Designated Safeguarding Lead

07730 133532

Moira.Foster-Fitzgerald@sgscol.ac.uk

Jo Johnson, DDSL (Stroud Campus)

07813 99390

Jo.Johnson@sgscol.ac.uk

Pez Perrin, DDSL (Bristol Campuses)

07903 894527

Pez.Perrin@sgscol.ac.uk

BRISTOL SAFEGUARDING TEAM

Tara Horton (Safeguarding Lead)	Tara.Horton@sgscol.ac.uk
Luke Allen-Hayward	Luke.Allen-Hayward@sgscol.ac.uk
Alena Chetwynd	Alena.Chetwynd@sgscol.ac.uk
Lindsay Coles	Lindsay.Coles@sgscol.ac.uk
Tomiwa Haastrup	Tomiwa.Haastrup@sgscol.ac.uk
Emily Jessop	Emily.Jessop@sgscol.ac.uk
Sensi Mclean	Sensi.Mclean@sgscol.ac.uk
Katie Payne	Katie.Payne@sgscol.ac.uk
Patricia Pocklington	Patricia.Pocklington@sgscol.ac.uk
Nicola Shearer Burgess (Counsellor)	Counsellor.Bristol@sgscol.ac.uk

STROUD TEAM

Jackie Kane (Safeguarding Lead)	Jackie.Kane@sgscol.ac.uk
Jess Glanfield	Jess.Glanfield@sgscol.ac.uk
Alison Gourmley	Alison.Gourmley@sgscol.ac.uk
Jess Valentine	Jess.Valentine@sgscol.ac.uk
Diane Rutter (Counsellor)	Counsellor.Stroud@sgscol.ac.uk

College staff are currently working remotely and are operating during normal business hours, 08:30 – 17:00 (Monday – Thursday) and 08:30 – 16:30 (Friday) **term time only**. Onsite provision is available to our most vulnerable learners with a social worker, learners of key workers and ECHP learners, 09:00 – 15:00 (Monday – Friday) **throughout the academic year**.

We have confirmed the arrangements to contact the LADO at the local authority remain unchanged:

Bristol Local Authority Designated Officer (LADO)	0117 9037795
Gloucestershire Local Authority Designated Officer (LADO)	01452 426320
South Gloucestershire Local Authority Designated Officer (LADO)	01454 868508

Staff will continue to follow the safeguarding procedures and advise the safeguarding team immediately about concerns they have about any child, whether in college or not. COVID-19 means a need for increased vigilance due to the pressures on services, families and young people, rather than a reduction in our standards.

Please continue to record safeguarding concerns on [My Concern](#). In the event of an allegation or disclosure relating to a member of staff please contact the DSL or DDSL's who will liaise with the HR Team. If you do not have access to My Concern please email: wellbeing@sgscol.ac.uk to request access.

Normal safeguarding procedures apply for referrals to children's services. This contact will go through a member of the safeguarding team (listed above) who will follow appropriate measures in seeking the appropriate and necessary support. Out of hours guidance can be found in the Safeguarding Guidance 2019-20 and also here: [South West Child Protection Procedures](#).

Should a child or young person be at risk of significant harm and local agencies are not able to respond, the college will immediately follow the safeguarding children partnership escalation procedure, available here: [South West Child Protection Procedures](#).

SELF-HELP RESOURCES

We have a wide range of self-help resources available to students via [TEAMS](#).

NEW STAFF OR VOLUNTEERS

All new starters must have an online induction. They must read the college Safeguarding Children, Young People & Vulnerable Adults Policy & Procedure, Staff Code of Conduct & the Whistleblowing Policy. The DSL or DDSL's will ensure new recruits know who to contact if worried about a child or young person and ensure the new starters are familiar with the child protection procedure.

All new starters or volunteers need to confirm that they have read Part 1 and Annex A of Keeping Children Safe in Education 2019.

MANDATORY SAFEGUARDING TRAINING

All staff that are due for refresher training will be directed to online safeguarding training.

PEER ON PEER ABUSE

We recognise the potential for abuse to go on between young people, especially in the context of a college closure or partial closure. Our staff will remain vigilant to the signs of peer-on-peer abuse, including those between young people who are not currently attending our provision. Extra care should be taken where groups have mixed age, developmental stages, are attending onsite provision open to 'Vulnerable students' as an interim measure. When making contact with these families our staff may ask about relationships between students.

RISK ONLINE

Young people will be using the internet more during this period. The College may also use online approaches to deliver training or support. Staff will be aware of the signs and signals of cyberbullying and other risks online and apply the same child-centred safeguarding practices as when students are learning at the College. The College continues to ensure appropriate filters and monitors are in place. The College has taken on board the guidance from the UK Safer Internet Centre on safe remote learning and guidance for safer working practice from the Safer Recruitment Consortium.

It is extremely important that professional boundaries do not slip during this exceptional period and protocols for online working have been issued. Staff have been reminded of the importance of only using official college channels to communicate with students. Please refer to the [Safeguarding Children, Young People & Vulnerable Adults Policy & Procedure](#), [Guidelines for Maintaining Professional Boundaries](#) and the [IT Acceptable Usage Policies](#).

Staff can access further guidance here:

- [TES – Coronavirus 10 Safeguarding Rules for Teachers at Home](#)

- [NSPCC – Understanding Remote Teaching Safely](#)

Students accessing remote learning will receive guidance on keeping safe online and know how to raise concerns with the college, Childline, the UK Safer Internet Centre and CEOP.

- [NSPCC – Internet Connected Devices](#)

MENTAL HEALTH

Restrictions to movement and contact with other people means students are more likely to be at risk of mental health problems. We will make students and their families aware of where further support can be found via our website. The Department for Education have produced guidance to support:

Information for all Students:

- [COVID-19 Guidance for the Public on Mental Health & Wellbeing](#)

Information for Parents / Carers:

- [COVID-19 Guidance for Parents and or Carers on Supporting Children & Young People Mental Health & Wellbeing](#)

The following organisations can also provide support:

- [Food Bank \(Gloucestershire\)](#)
- [Food Bank \(South Gloucestershire\)](#)
- [Food Bank \(Trussell Trust\) or \(East Bristol\)](#)
- [Government Advice](#)
- [Mental Health Apps \(approved by the NHS\)](#)
- [MIND](#)
- [NHS Advice](#)
- [Student Minds](#)
- [The Mental Health Foundation](#)
- [The Mix](#)
- [Young Minds](#)

PARENTS AND CARERS

Parents and carers will receive information about keeping students safe online with peers, the College, other education offers they may access and the wider internet community. We have set out the College's approach, including the sites students will be asked to access and set out who from the college (if anyone) their student is going to be interacting with online. Parents have been offered the following links:

- [Internet Matters](#) - support for parents and carers to keep their children safe online
- [London Grid for Learning](#) - support for parents/carers to keep children safe online

- [Net Aware](#) - support for parents and carers from the NSPCC
- [Parent INFO](#) - support for parents and carers to keep their children safe online
- [thinkuknow](#) - advice from the National Crime Agency to stay safe online
- [UK Safer Internet Centre](#) - advice for parents and carers