

Safeguarding and Child Protection Policy COVID -19 arrangements for Cambridge Regional College ii

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Amendments shown in red made on 5/1/2021 to reflect the new lockdown situation

College Name:	Cambridge Regional College
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This revised addendum of the Cambridge Regional College Safeguarding and Child Protection Policy contains details of our individual safeguarding arrangements when colleges need to close due to a lockdown, to protect all students, whether attending college or remaining at home, from harm and abuse.

Cambridge Regional College is committed to ensuring the safety and wellbeing of all its students and will ensure compliance with Keeping Children Safe in Education (KCSIE) which remains in force throughout the response to coronavirus (COVID-19).

The following safeguarding principles therefore remain unchanged:

- The best interests of young people and vulnerable adults must always continue to come first;
- If anyone in college has a safeguarding concern about any student they should continue to act and act immediately;
- A DSL or deputy should be available;
- It is essential that unsuitable people are not allowed to enter the college workforce and/or gain access to young people and vulnerable adults;
- Young people and vulnerable adults should continue to be protected when they are online.

Key contacts

Name	Role	Email	Telephone
Michelle Dowse	Deputy Principal and DSL	Mdowse@camre.ac.uk	07875 174594
Gayle Brown	Student Support Manager and Deputy Safeguarding Lead	Gbrown@camre.ac.uk	07772 430425
Claire Dores	Interim Director of Student Experience and DDSL	cdores@camre.ac.uk	07528 930086
Jeremy Lloyd	Director of Supported Learning and DDSL	jilloyd@camre.ac.uk	07720 593224

The Safeguarding Team can be contacted on their normal numbers as follows:

07772428052
07968243094

Supporting Students in College

Cambridge Regional College is committed to ensuring the safety and wellbeing of all its students.

Cambridge Regional College will refer to the Government guidance for education and childcare settings on how to implement protective measures including social distancing: [implementing protective measures in education and childcare settings](#)

The college continues to follow the advice from Public Health England on handwashing and other measures to limit the risk of spread of Covid-19.

Cambridge Regional College will continue to be a safe space for young people and vulnerable adults to attend and flourish. **We recognise that for those students returning to college as vulnerable students or the children of critical workers will be challenging and staff will support students to adjust to the necessary changes to the college environment and routines.**

Supporting student wellbeing will be at the forefront of our approach and college staff will seek to provide reassurance to students as we manage the transition period. **Staff will talk to the students about the changes to the college day in an age appropriate manner, acknowledge and listen to student anxieties and support young people and vulnerable adults to understand the altered routines.**

Cambridge Regional College recognises that the current circumstances may adversely affect the mental health of students and their parents. College staff have been briefed to look out for changes in behaviour or in a student's emotional state. As always, student wellbeing is at the heart of our work, and college staff will seek to provide appropriate support for students both in college and where required from specialist services.

Cambridge Regional College recognises that for some students, home may not be a safe space, and there may be students who are relieved to return to college. **College staff have been reminded of the need to respond sensitively to students' differing experiences. College staff have been asked to be particularly vigilant for signs and indicators that a student may have experienced/be experiencing abuse or neglect.** College staff have been trained about how to handle a disclosure from a student, and understand that any safeguarding concerns, including those that relate to the period of college closure, must be referred immediately to the Designated Safeguarding Lead (or deputies) in the usual way.

Cambridge Regional College **will ask parents and carers to ensure that all personal details held by the college, such as emergency contact numbers are correct and ask for any additional emergency contact numbers where they are available. At this time, parents and carers will also be asked to advise the college if there are any changes regarding the student's welfare, health and wellbeing that it would help college to be made aware of.** Where the college is aware of particular circumstances affecting a student or family, such as bereavement, a relationship breakdown, an incident of domestic violence, this will be shared with staff on a need-to-know basis so that students can be best supported.

Supporting Children Not in College

Cambridge Regional College is committed to ensuring the safety and wellbeing of all its students including those who are vulnerable young people and adults.

Cambridge Regional College recognises that college is a protective factor for students and the current circumstances, can affect the mental health of students and their parents/carers. Teachers at Cambridge Regional College need to be aware of this in setting expectations of students' work where they are at home.

Where the DSL has identified a student about whom there have been concerns but not currently open to social care, or who would normally receive pastoral-type support in college, they should ensure that a robust communication plan is in place for that young person.

Details of this plan will be recorded, as should a record of all contact made.

The safeguarding team will work closely with all stakeholders to maximise the effectiveness of any communication plan.

This plan must be reviewed regularly and where concerns arise, the DSL will consider any referrals as appropriate.

If we are unable to contact a student about whom there have been concerns after a reasonable number of attempts, we may need to seek further advice about safe and well checks.

The college will share safeguarding messages on its website and social media pages.

Vulnerable students

All vulnerable students, continue to be eligible to attend College full time during the period of lockdown.

Vulnerable children include those who:

- are assessed as being in need under section 17 of the Children Act 1989, including students who have a child in need plan, a child protection plan or who are a looked-after child
- have an education, health and care (EHC) plan and it is determined, following risk assessment ([risk assessment guidance](#)), that their needs can be as safely or more safely met in the educational environment
- have been assessed as otherwise vulnerable by educational providers or local authorities (including children's social care services), and who could therefore benefit from continued attendance. This might include children and young people on the edge of receiving support from children's social care services, adopted children, those at risk of becoming NEET ('not in employment, education or training'), those living in temporary accommodation, those who are young carers and others at the college and local authority's discretion

Senior leaders, especially the Designated Safeguarding Lead (and deputies) know who our most vulnerable children are. They have the flexibility to offer a place to those about whom there have been concerns but not currently open to Social Care.

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

Cambridge Regional College will continue to work with and support children's Social Workers to help protect vulnerable students. 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: Eva Ivanova or her line manager Gayle Brown.

There is an expectation that vulnerable children who have a Social Worker will attend an education setting, unless the child/household is shielding or clinically vulnerable. 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 Cambridge Regional College will explore the reasons for this directly with the parent. Cambridge Regional College and Social Workers will agree with parents/carers whether children in need should be attending college—Cambridge Regional College will then follow up on any student that they were expecting to attend, who does not.

Where parents are concerned about the risk of the young people contracting COVID19, Cambridge Regional College or the Social Worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England.

Cambridge Regional College will encourage our vulnerable young people and adults to attend college, including remotely if needed.

In all circumstances where a vulnerable student does not take up their place at college, or discontinues, Cambridge Regional College will notify their Social Worker.

Attendance monitoring

Cambridge Regional College will continue to follow up with any parent/carer if they were expecting the student to attend and they subsequently do not attend college. Non-attendance will be followed up in line with the college's normal attendance protocols.

Cambridge Regional College will continue to inform Children's Social Care if a student with a Social Worker does not attend college either in person or remotely.

Designated Safeguarding Lead Arrangements

Cambridge Regional College has a Designated Safeguarding Lead (DSL) and three Deputy DSLs.

The Designated Safeguarding Lead is: Michelle Dowse

The Deputy Designated Safeguarding Leads are: Gayle Brown, Jeremy Lloyd, Claire Dores.

We will endeavour to have a trained DSL (or deputy) available on site. Where this is not possible, a Designated Safeguarding Officer will be present on site and a trained DSL (or deputy) will be available to be contacted via TEAMs, phone or email *or through our electronic recording system, MyConcern.*

Where a trained DSL (or deputy) is not on site, in addition to the above, a senior leader will assume responsibility for co-ordinating safeguarding on site.

It is important that all Cambridge Regional College staff and volunteers have access to a trained DSL (or deputy). All staff on site will be made aware of who that person is and how to contact them.

The safeguarding team will continue to engage with Social Workers, and attend all multi-agency meetings, which are being held remotely.

Reporting a concern

Where staff have a concern about a student, they should continue to follow the process outlined in the college Safeguarding and Child Protection Policy. Cambridge Regional College uses an electronic recording system, *MyConcern*, which staff are able to access from home.

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

Where staff are concerned about an adult working with students in the college, they should report the concern to the DSL or in her absence, the Director of HR or Principal according to the Safeguarding and Child Protection Policy. If there is a requirement to make a notification to the DSL whilst away from college, this should be done verbally and followed up with an email to the DSL.

Concerns around the Principal should be directed to the Chair of Governors: Heather Du Quesnay

Safer recruitment/volunteers and movement of staff

It remains essential that people who are unsuitable are not allowed to enter the college workforce or gain access to young people or vulnerable adults. When recruiting new staff, Cambridge Regional College will continue to follow the relevant safer recruitment processes for their setting, including, as appropriate, relevant sections in part 3 of Keeping Children Safe in Education (2020).

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 staff are deployed from another education or children's workforce setting to our college, 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

There is no requirement to obtain a new DBS check for returning staff who have continued to be employed but have not been working in regulated activity during partial college closures. If for any reason the college has concerns about an individual, new checks will be obtained in the usual way.

Where Cambridge Regional College are utilising volunteers, we will continue to follow the checking and risk assessment process as set out in paragraphs 183 to 188 of KCSIE. Under no circumstances will a volunteer who has not been checked be left unsupervised or allowed to work in regulated activity.

Cambridge Regional College 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 179 of KCSIE.

Cambridge Regional College will continue to consider and make referrals to the LADO as per paragraph 143 of KCSIE.

Whilst acknowledging the challenge of the current National emergency, it is essential from a safeguarding perspective that any college is aware, on any given day, which staff/volunteers will be in the college, and that appropriate checks have been carried out, especially for anyone engaging in regulated activity. As such, Cambridge Regional College will continue to keep the single central record (SCR) up to date as outlined in paragraphs 164 – 171 in KCSIE.

Online safety in college

Cambridge Regional College will continue to provide a safe environment, including online. This includes the use of an online filtering system.

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

Online safety away from school and college

It is important that all staff who interact with young people and vulnerable adults, including online, continue to look out for signs a student be at risk. Any such concerns should be dealt with as per the Safeguarding and Child Protection Policy and where appropriate referrals should still be made to children's social care and as required, the police.

College closures bring lots of challenges for both staff and parents, and both are increasingly looking to the benefits of technology to continue delivering some form of learning experience for students.

As always, there are huge benefits to be gained from the appropriate use of technology, and accessing learning resources whilst at home is a great example of this. However, parents (and teachers) need to be aware of the potential risks that go along with this.

Cambridge Regional College will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements.

Peer on Peer Abuse

Cambridge Regional College recognises that during any closure a revised process may be required for managing any report of such abuse and supporting victims.

Where a college 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 Safeguarding and Child Protection Policy.

The college 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.

Radicalisation

College staff have received training about Prevent. The college has a Prevent Lead: Gayle Brown. All college staff are aware of the need to treat concerns about radicalisation as safeguarding concerns, and immediately share them with their Designated Safeguarding Lead (or deputies). DSLs continue to refer concerns about radicalisation to partner agencies, including Channel Panel which remains operational, in line with usual procedures.

The Department for Education has also published information here on [prevent management support for schools and colleges](#).

Students moving schools/colleges

As always, where students join our college from other settings we will seek confirmation from the DSL whether they have a Safeguarding File or SEN statement/EHCP. This file must be provided securely before the student begins at our college and a call made from our DSL or a deputy to the placing college's DSL to discuss how best to keep the student safe.

In some unusual circumstance this may not be possible. Information provided must include contact details for any appointed Social Worker and where relevant for the Virtual School Head.

Safeguarding information about students placed in our college will be recorded on our safeguarding system, will be securely copied to the placing school DSL and will be securely returned to the placing school on completion of the child's placement with us so there is a continuous safeguarding record for the child.

The DSL will undertake a risk assessment in respect of any new information received, considering how risks will be managed and which staff need to know about the information. This will be recorded on our safeguarding recording system.

This policy has been remotely approved by Governors on 19th January 2021 and is available on the college website at www.camre.ac.uk

Document history

Date	Issue number	Change/Comments	Date Approved	Approved by
8/1/2020	1	Addendum to safeguarding policy in light of new lock down restrictions	8/1/2021	SMT



Contact Us
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