

Site Specific Safeguarding Arrangements **Policy Addendum 2 – January 2021** Temporary Local Arrangements for Safeguarding and Child Protection during the Covid-19 Pandemic

SPECIFIC GUIDANCE FOR COVID-19 TESTING PROCEDURES

Safeguarding Training and Induction

All existing Academy staff have undertaken required Safeguarding Training and have read and understood Part 1 and Annex A of Keeping Children Safe in Education (KCSIE 2020) as per Trust Policy. The DSL should continue to communicate with staff regarding any new local / site specific arrangements.

Where new staff are recruited, or new volunteers join the Houghton Regis Academy staff team, they will continue to be provided with a full Safeguarding Induction as per Trust Policy, delivered by a fully trained DSL.

If staff are deployed from another education or Children's Workforce setting to our Academy, we will consider 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 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

For movement within the Trust, the Academy should seek assurance from the People Directorate, Principal of Academy they are transferring from or the Safeguarding Directorate that the member of staff has received appropriate safeguarding training.

Upon arrival, as per Trust Policy, they will receive full site specific safeguarding arrangement documentation, including clear guidance on how to report any safeguarding related concerns as per Academy procedure.

Safer Recruitment

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, Houghton Regis Academy will continue to follow the relevant Safer Recruitment processes for the Trust including relevant sections of Part 3 of KCSIE 2020.

We 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 2020.

We will continue to consider and make referrals to the Teaching Regulations Agency (TRA) as per paragraph 166 of KCSIE 2020 and the TRA's Teacher Misconduct Advice for making a referral.

Whilst acknowledging the challenge of the pandemic, it is essential from a safeguarding perspective that the academy is aware, on any given day, which staff/volunteers are on site

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and that appropriate checks have been undertaken, especially for anyone engaging in regulated activity.

As such Houghton Regis Academy will keep the Single Central Record (SCR) up to date in collaboration with the People Directorate as outlined in paragraphs 148 to 156 in KCSIE 2020.

Volunteers

Houghton Regis Academy may use volunteers to assist in COVID-19 Testing Procedures with students and staff on site.

Where we are utilising volunteers, we will continue to follow the checking and risk assessment process as set out in paragraphs 167 to 172 of KCSIE 2020.

Under no circumstances will a volunteer for whom full checks have not been obtained be left unsupervised or allowed to work in regulated activity.

Volunteers who, on an unsupervised basis provide personal care on a one-off basis at Houghton Regis Academy will be in regulated activity. This means that if a volunteer is administering a COVID-19 test whilst unsupervised, they will be deemed to be undertaking regulated activity and therefore require an Enhanced DBS with Barred List Check.

Existing volunteers in regulated activity who currently hold an Enhanced DBS with Barred List check do not need to undertake re-checks.

Supervision of volunteers who have not undertaken an Enhanced DBS with Barred List check must be:

- By a person who is in regulated activity
- Regular and day to day
- Reasonable in all circumstances to ensure the protection of children

Concerns Raised during Testing Procedure

Any concerns regarding safeguarding, behaviour or wellbeing identified by any adult involved the mass testing procedure within the Academy must be reported to the most appropriate member of the Academy Senior Leadership Team on site immediately.

For further advice / guidance please contact the Safeguarding Helpdesk
Safeguarding@greenwoodacademies.org