Covid-19 Appendix and addendum to Two mile Ash Pre-School’s Safeguarding Policy 2.1

Introduction

Covid-19 commonly known as the Coronavirus has presented a huge challenge nationally to the normal running of Child Care Provisions and the running of Two Mile Ash Pre-School.

The Government is continually updating the guidance for the safe opening of Early years settings and providers and this is reflected in the updates to this policy which are ongoing.

Two Mile Ash Pre-School is open to all attending children and will continue to provide a nurturing, happy and safe environment for all our attending families.

This appendix has been prepared and adjusted to explain key changes and interim measures being taken within our setting to meet our safeguarding requirements during these extraordinary times.

Status of this document

This is an appendix to our main Safeguarding and Child Protection Policy and will be effective from 3rd September 2020 until the setting returns to business as usual, following the Covid-19 outbreak.

This policy will be formally agreed by the Management Committee of Two Mile Ash Pre-School and will be updated by the Manager and Designated Safeguarding Lead Gemma Hill as and when necessary, in line with guidance.

Any questions about this policy should be directed to:

Name: Gemma Hill

Job Title: Manager and Designated Safeguarding Lead

Email: [tmspreschool@gmail.com](mailto:tmspreschool@gmail.com)

Telephone: 01908 968660

All staff and volunteers working in the Pre-School or isolating at home will be provided with a digital copy of this addendum sent via email and will be required to confirm with the DSL that they have read and understood this document.

Designated Safeguarding Lead (DSL) arrangements

It is vital that while our setting remains open that a DSL is available for consultation and advice. The optimal scenario for our setting and one we will strive to achieve is always to have a trained DSL or Deputy DSL on site. Due to staff self-isolating, social distancing or being physically unavailable for other reason, it is recognised this may not always be possible. Where this is the case there are two options we will implement, the first being the preferred and a second as a backup in emergencies only.

Option 1: A trained DSL from Two Mile Ash Pre-School will be available to be contacted via phone or online video i.e. Zoom or Microsoft teams, if they are working off site.

Option 2: The Committee Chair, Kirstie Sharpe will become our nominated deputy to make a referral.

The Manager and Designated Safeguarding Lead will continue to co-ordinate all safeguarding on site, this person will update and manage access to child protection records, liaise with the offsite DSL (Deputy) and as required liaise with children’s social worker.

Our DSL and Deputy DLS will continue to update their training in line with the statutory requirements and this may be done through online training providers rather than face to face training.

Contact methods for reporting concerns or making referrals remain the same.

Contact methods for LADO (Local Authority Designated Officer) remains the same.

Meetings may be held via Microsoft teams or our local authorities preferred virtual contact method or via telephone.

Attendance for vulnerable children

The attendance information is shared with the local authority and where possible Pre-School will provide care for vulnerable children. Should Pre-School be unable to open due to an outbreak of Covid-19, we will work with the parent or carer and local authority to find suitable alterative childcare.

Children of concern who do not meet the ‘vulnerable’ definition and do not have a social worker or an EHCP pan, so do not meet the criteria of a ‘vulnerable’ child Two Mile Ash Pre-School feels these children need regular contact or attendance to ensure their safety and welfare needs are met.

We will work with the parents, carer and the local authority to find suitable alternate childcare if we are unable to open Pre-school due to a positive Covid test result.

All other children

For those children who are not physically attending the setting then we still have a duty of care to keep them safe, especially online.

We will remain in regular contact via email, telephone call, doorstep visits and via the child’s online learning journal Baby’s Days.

These measures have been implemented to ensure that contact with children is maintained and setting staff can maintain oversight of their welfare and well-being as best as practically possible.

Weekly phone calls will be made by the Manager or Deputy Manager.

Staff will provide activities via Baby’s Days through the child’s online learning journal.

Regular emails will be sent from the setting.

If staff have any concerns about children, they will follow the settings standard reporting procedures outlined in our main Safeguarding and Child Protection Policy.

Training

Staff will continue to update their safeguarding learning as appropriate, this may be done remotely using our regular training providers. Staff are made aware of any changes to policies and these are shared digitally with them.

Staff will receive regular safeguarding updates; this is done the following ways:

Remotely via the EYA

Via email from the DSL

Staff training

Staff meetings

Information shared by Local Authority, Governments and NSPCC; this is not an exhausted list.

All staff are aware of their roles and responsibilities regarding safeguarding and have read and understood the settings policies and procedures.

All new and relevant documents are shared with the staff when they are published.

All staff are able to report concerns to the relevant bodies and have access to further information and help if required.

The settings Whistle blowing policy remains in force during the Covid Pandemic and all staff understand how to make a complaint to the DSL or LADO.

This policy will be updated regularly and shared with the staff and parents of Two Mile Ash Pre-School.

Updated 02/12/2021