



COVID-19 Safeguarding checklist for schools and education providers (following guidance from Department of Education):

Review & update current Child Protection Policy (e.g. include a COVID-19 annex) to highlight changes

Trained Designated Safeguarding Lead (DSL) on site OR (if not possible) trained DSL/Deputy contact available via phone or online video

DSL's who miss refresher training during this period will still be classified as 'trained' but look to re-book training as soon as possible

Vulnerable children will attend provision unless agreed with social workers and family & DSL's have flexibility to offer a place to those on the edge of social care support

Follow up on all children who are expected to attend but fail to do so & ensure that up-to-date contact details are recorded for all 'Next of kin'

Complete the new Department for Education; 'Online attendance form'
<https://www.gov.uk/government/publications/coronavirus-covid-19-attendance-recording-for-educational-settings>

Safer Recruitment – Ensure all new staff are provided with a safeguarding induction (including amended policy and KCSIE Part 1) & if utilising volunteers ensure risk assessment in place (as outlined in KCSIE).

Where children are moving schools, relevant plans should be shared – DSL to DSL, preferably before the child arrives

Consider pupil/learner mental health support within school, via phone or through other support services.

Follow guidance on providing education remotely – consider an annex to your Online Safety Policy including reference to your Code of Conduct & ensure that all online learning tools and systems are in line with data protection/GDPR guidelines

Children who are working online, MUST be signposted to practical support such as Childline/UK Safer Internet Centre/CEOP & when in contact with parents/carers, staff should reinforce key messages as to how to keep children safe online.

In web browser - 'bookmark' guidance documents from 'Department of Education' regarding coronavirus (rather than print) as these are likely to be updated regularly

If you have a query about coronavirus (COVID-19), relating to schools and other educational establishments in England, then contact the Department for Education helpline:

Email - DfE.coronavirushelpline@education.gov.uk Telephone - 0800 046 8687
Lines are open Monday to Friday from 8am to 6pm and weekends 10am to 4pm.

If you work in a school, please have your unique reference number (URN or UK PRN) available when calling the helpline.