

Safeguarding Guidance Covid19

APC Safeguarding RAG

DSLs are responsible for ragging every pupil as follows –

- 🔵 Red - most risk of harm of neglect and fewest protective factors - would include those with a child protection plan and/or on FSM
- 🟡 Amber - a moderate risk of harm, but with some protective factors - would include those identified as 'Child in Need'; and those with a social worker eg undergoing child and family assessment, looked after children
- 🟢 Blue - some concerns escalating or unmet needs; or have been red or amber and need monitoring.
- 🟢 Green – no concerns
- 🟣 Purple – interventions have been exhausted/refused, pupils have not been accessing centre provision for some time and/or tute/outreach is already in place

NB DSLs must review ragging every week

Exploitation

DSLs must ensure an exploitation risk assessment is completed/reviewed for any pupil for which this is a concern.

These must be uploaded to CPOMS and sent to MEOG

Pupils eligible for centre provision

DSLs are responsible for completing the safeguarding and provision assessment for each pupil.

This will involve liaising with social care where they are involved.

All assessments must be uploaded to CPOMS.

DSLs must continue to monitor these pupils and record updates on cpoms

Monitoring Pupils Who Are **Not** Accessing Daily Face To Face Provision

DSLs are responsible for overseeing this and SLT must be consulted to approve any home visits (these should be avoided unless it is felt absolutely necessary)

Phone calls can only be made using work phones and therefore the following staff are allocated to each centre to enable this to happen – **DSLs will allocate groups of pupils to each member of the welfare team.**

Littlehampton & Chichester	Worthing	Lancing Sec and branch	Burgess Hill Sec and branch	Crawley
<ul style="list-style-type: none"> • James Walters • Angela Scott 	<ul style="list-style-type: none"> • Phil Edkins 	<ul style="list-style-type: none"> • Joanne Mackey 	<ul style="list-style-type: none"> • Shaun Jarvis • Janice Pitts 	<ul style="list-style-type: none"> • Alex Jones • Tanya Perrett

<ul style="list-style-type: none"> • Clare Christian • Anna Sharp • Kathryn Lock 	<ul style="list-style-type: none"> • Sarah Blaydon • Julie Crickmore 	<ul style="list-style-type: none"> • Clair Kelly • James West 	<ul style="list-style-type: none"> • Rachel Fox • Sarah Whiffin 	<ul style="list-style-type: none"> • Duncan Hipkins
All Outreach and Tute				
<ul style="list-style-type: none"> • Maggie Bruce • Chris Duffy 				

DSLs are responsible for determining the frequency of welfare calls for each pupil. To do this they must draw up the APC Safeguarding RAG, social care RAG, and information from discussions with other professionals.

Level 1

- 🔗 Attempt contact every day by phone
- 🔗 Contact existing social worker or request 101 home visit and/or complete a MASH referral if zero contact for a week (ie no luck with phone calls). Ensure this is recorded on CPOMS.

Level 2

- 🔗 Attempt contact twice a week
- 🔗 Contact existing social worker or request 101 home visit and/or complete a MASH referral if zero contact for a week (ie no luck with phone calls or home visits). Ensure this is recorded on CPOMS.

Level 3

- 🔗 Attempt contact by phone once a week
- 🔗 Contact existing social worker or request 101 home visit and/or complete a MASH referral if zero contact for 2 weeks (ie no luck with phone calls or home visits). Ensure this is recorded on CPOMS.

The Welfare Team will..

- 🔗 Only use work phones to carry out phone calls
- 🔗 Follow the Covid19 phone call guidance
- 🔗 Record all calls attempted on Sims in the communication log
- 🔗 Record safeguarding concerns on CPOMS and alert the DSL
- 🔗 Where there is no reply to a phone call the welfare team will leave a message and/or send a text message or email (using the no reply text/email template). The call will be repeated daily until the family responds and if there is no response for 5 working days this will be recorded as a safeguarding concern on CPOMS and a discussion will take place with the DSL re next steps (e.g. social worker contact, mash referral, 101 police notification to request a welfare check)
- 🔗 Signpost the family to appropriate support