

## Designated Safeguarding Leads (DSL) Secondary Forum Minutes

Thursday 21st May 2020, 10:00 to 11:30

Remote meeting held via Blue Jeans

Attended:	Absent:
Alison Oxley – Herschel Grammar School	Simon Cook – Langley Grammar apologies
Lorraine Flegg – Lynch Hill Enterprise Academy	Mike Gaffin – Beechwood School - apologies
Patricia Turner - Lynch Hill Enterprise Academy	
Teresa Richardson – Lynch Hill Enterprise Academy	
Nick Lee – Long Close School	
Carol Lamb – Baylis Court School	
Marie-Clair Goswell – Baylis Court School	
Penny Earle – Upton Court Grammar School	
Quentin Gunderson – The Grove Academy	
Mike Tomlinson - St Bernards Catholic Grammar School	
Trevor O’Neill - Langley Academy	
Ian Johnson - Haybrook College	
Catherine Goodyear - Slough & Eton (CofE) Business & Enterprise College	
Maschil De Guzman – Eden Girls’ School	
Facilitator & Chair:	Guest attendees:
Jatinder Matharu- Education Safeguarding Officer and Chair	Kathryn Moles – HMI Susan Dyer, Schools Health & Wellbeing Officer & minutes

Item	Subject	Owner
1.	<p><b><u>Welcome, introductions &amp; minutes of last meeting 30.04.2020</u></b></p> <p><b><u>Actions from last meeting: (all actions updated later under agenda items)</u></b></p> <ul style="list-style-type: none"> <li>• <b>ACTION (All): Please continue to let JM know about any cases where incorrect requests for CYP not at your school</b></li> <li>• Query raised about contacting families of concern – should school make contact or will Liz Christie at the Virtual School to make contact? <b>ACTION: JM to confirm and feed back.</b></li> <li>• <b>ACTION: JM asked for evidence via Egress for details of issues to follow up with the Trust. JM to follow up with SCST and feedback to DSL’s</b></li> <li>• <b>ACTION (JM): send H&amp;W updates and posters with minutes</b></li> <li>• Devices are allocated by DfE and a survey link is being sent to schools to establish the demand. Senior Leaders are working through the logistics; <b>ACTION (JM): to clarify criteria and update all. COMPLETED</b></li> <li>• <b>ACTION (JM): to follow up with the Trust/ link with schools if a DA based referral is received to check if the school has received an OE notification.</b></li> </ul>	JM

	<ul style="list-style-type: none"> <li><b>ACTION (All): JM has asked for examples of known DA cases when OE notifications have not been received. OLOP &amp; Colnbrook to provide case examples</b></li> <li><b>Action to circulate DA posters – COMPLETED.</b></li> </ul>	
2.	<p><b><u>Recovery roadmap to phased school return:</u></b></p> <p><b>New Safeguarding guidance issued yesterday 20.5.20</b></p> <ul style="list-style-type: none"> <li>Covers the period 20.5.20 – 31.5.20. New guidance will be issued from 1.6.20.</li> <li>No major changes just amendments to the current Covid-19 policy annex that should already be in place.</li> <li>Key points: risk assessment and health &amp; safety should be connected within the school e.g. social distancing – senior leaders are already discussing and planning.</li> <li>There should be details of how to contact the DSL(s) every day both onsite and remotely including reporting concerns about adults in the workforce.</li> <li>It needs to cover children attending school and those still at home.</li> <li>Schools should be actively encouraging vulnerable pupils to attend.</li> <li>Ensure your Single Central Record is up to date.</li> <li>Suggest making amendments and ensuring all staff are aware of the amendments is sufficient especially as new guidance will be issued in less than 2 weeks time.</li> </ul> <p><b>Transitions</b>        Request to exchange DSL details between primary and secondary schools so that links can be made and safeguarding information can be shared.</p> <p><b>Feedback from participants:</b></p> <ul style="list-style-type: none"> <li>All agreed.</li> </ul> <p><b>ACTION (All): Please email JM if you would rather your contact details were NOT shared with primary schools.</b></p> <p>The Anna Freud Centre have produced a booklet: <b><u>Managing unexpected endings and transitions</u></b> which contains some good suggestions of ways to support children. A copy will be circulated with these minutes.  <b>ACTION (JM): Circulate copy of booklet with minutes. COMPLETED</b></p>	<p>KM</p> <p>JM</p>
3.	<p><b><u>Health and Wellbeing</u></b></p> <p><b>Mental Health Support Team and Getting Help Service</b>        Alison Bradshaw unfortunately unable to join the meeting and sent her apologies.  <b>ACTION (JM): Circulate copy of presentation and details of remote support offer with minutes.COMPLETED</b></p> <p>JM shared key points from the presentation:</p> <ul style="list-style-type: none"> <li>More 5Ways to Wellbeing webinars to be made available.</li> <li>Schools who are part of the MHST Cluster should have had or scheduled a</li> </ul>	<p>AB</p> <p>SD</p>

	<p>one to one meeting.</p> <ul style="list-style-type: none"> <li>• Still scheduled to go live in September.</li> <li>• Referrals are being taken from host schools now.</li> <li>• Referral pathway is currently being developed with host schools and will be published ready for September.</li> <li>• Other schools in the MHST cluster can refer from September.</li> <li>• Next newsletter will be published after half term.</li> <li>• Getting Help service, accessible via Early Help is available to all schools in Slough.</li> <li>• Access to Getting Help is via the Front Door using a MARF including details of mental health need.</li> <li>• MARF is being reviewed to ensure it is included in the drop-down menu.</li> </ul> <p><b>School Health &amp; Wellbeing Project</b></p> <ul style="list-style-type: none"> <li>• Educational Psychology Team are also offering a lot of support around pupils' and staff mental wellbeing.</li> <li>• Schools are advised to make contact with their EP if they have not already done so.</li> <li>• A series of free webinars are planned on the theme: 3Rs – Resilience, Readiness &amp; Recovery. A flyer will be sent out with these minutes.</li> </ul> <p><b>ACTION (JM): Send 3Rs flyer with minutes; COMPLETED</b></p> <ul style="list-style-type: none"> <li>• A free Health &amp; Wellbeing survey is currently being offered to all Slough schools (except special schools due to ethics committee restrictions) by Oxford University.</li> <li>• Deadline for registration is Friday 22<sup>nd</sup> May.</li> <li>• Facilitation of the survey seems to be straight forward with a minimum of work for schools and will provide analysis of need around mental health for CYP in your setting.</li> </ul> <p><b>ACTION (SD, PE &amp; JM): To send further details to JM asap for circulation to DSLs today. COMPLETED</b></p>	
4.	<p><b><u>COVID Agency Updates</u></b></p> <p><b>Family Information Service (FIS)</b></p> <p>This is a very good first port of call if you are concerned about a child/children or families. Also consider SEBDOS, who offer a variety of support to children and families, if you have an SLA with them.</p> <p><b>FRONT DOOR:</b></p> <ol style="list-style-type: none"> <li>1. SCST have advised CYP @ home can be visited and staff have PPE. Home visits are being conducted.</li> <li>2. Following the actions from last meeting: Fanny Jacob (Head of Front door) has disseminated widely to all staff increased vigilance when requesting pupil details from the schools and check the correct pupils details against the correct school. SCST may call the school in advance to check if the child goes</li> </ol>	SD

	<p>to their school before sending out the requests to prevent any data breaches.</p> <p>3. Through tracking some cases it is apparent there are variations in how schools are contacted for information. For example currently schools and other professionals are being contacted only when the referral progresses to an assessment. A dialogue with the family takes places and onward signposting to either NFA, IAG or stepped down to EH. Schools and other professionals at this stage may not be contacted. This process is being reviewed with the aim is to make contact with professionals as soon as a contact is received to gather information. An update will be available shortly.</p> <p>4. The Private Fostering training need at the front door as discussed. Fanny has requested all teams discuss as part of their team meetings as a standard agenda item so all Hub members are familiar with the private fostering process.</p> <p>5. All Core groups should be held as a multi agency meeting by telephone LOOP UP call and they are working towards some consistency across all hubs. Minutes and care plans should be circulated ahead of the meetings (usually within 5 working days) but under the current capacity issues this may not always be possible.</p> <p><b>ACTION: ALL If you are not receiving the minutes, plans or having multi agency meetings then please forward these cases to me via Egress to track.</b></p> <p><b>Feedback from SCST Reviewing Service for ICPC &amp; RCPC – temporary measures during COVID:</b></p> <p>All ICPCs are held by Loop up (virtual conferencing), professionals are sent the dial in instructions in advance.</p> <p>All RCPCs are a paper based review (Chair reviews the plan and risk based upon the SW/Professionals reports and decision making sheets). The Chair will only call the professional if there is something missing from their report, or information needs to be clarified. Professionals do not need to be wait for the chair to call. If the chair cannot get through to the professional they will leave a message.</p> <p>Some professionals have indicated that they are unable to complete the decision making sheet prior to the meeting as they have not heard the discussion; there will be no formal discussion. Professionals must complete the decision making sheet and recommendation based on what is in their report, and what they know about the family and level of risk, taking into consideration information shared at Core Group Meetings (which remain a requirement). It will then be for the chair to weigh up all of the information and recommendations before deciding whether or not the CP plan needs to continue.</p> <p><u>Schools felt the decision making process can not guarantee safety where children are being stepped down during lockdown. Schools shared concerns on the final decision making process down does not appear transparent and CIN and CP cases should continue with their current status until lockdown is lifted.</u></p> <p><b>ACTION: JM to share concerns with Reviewing Service and feed back.</b></p>	
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	<ul style="list-style-type: none"> <li>• Children Looked After &amp; children with a social worker – Anne Bunce leading.</li> </ul> <p><b>EARLY HELP;</b> the EH review has been completed and the protocol has been attached to the minutes. Please use Family Information Service to access support services for families in need.  <a href="https://www.sloughfamilyservices.org.uk/kb5/sloughcst/directory/home.page">https://www.sloughfamilyservices.org.uk/kb5/sloughcst/directory/home.page</a></p> <p><b>Feedback, queries and concerns from schools:</b></p> <ul style="list-style-type: none"> <li>• One school reported that their only contact (during closures) with the Early Help Team has been via email.</li> <li>• Other schools reported that contact has been through a variety of methods including email and telephone calls.</li> </ul> <p>JM suggested that variation could be due to individual access to technology etc. The Early Help Team have access to Blue Jeans, which could be used as long as the security functions (locking meetings and using passwords) are used.  <b>ACTION (JM): To clarify the use of Blue Jeans and expectations for communications at the moment.</b></p>	
5.	<p><b><u>Domestic Abuse</u></b></p> <p>Op Encompass is currently fragmented and TVP are aware of some of the issues highlighted</p> <ul style="list-style-type: none"> <li>• Sometimes parents do not provide the children’s school details therefore Op Encompass is unable to send the notifications to the schools</li> <li>• Police officers may not always update the school details.</li> <li>• On occasions the incorrect details are shared whether the school or the named DSL in school. It would be helpful for schools to email back if the incorrect details have been sent to them along with the correct name of the school where the child is currently at.</li> </ul> <p><b>ACTION (All): If you receive a notification for a child not in your school, please feed this back so this information can be noted and the correct information sought or followed up with parents.</b></p> <p><b>Slough DA Sub-group:</b></p> <p>Local figures seem to be lower than expected. Various possible explanations for this.</p> <p>A link will be attached to the minutes to all the DA resources including the perpetrators programme support helpline can be downloaded from TVP website <a href="#">here</a></p> <p>The sub-group would like feedback from schools on two specific questions:</p> <ol style="list-style-type: none"> <li>1. Looking forward, what are your concerns in relation to DA as lockdown restrictions are lifted?</li> <li>2. What DA specific resources do staff/young people require during the lockdown and following restrictions being lifted?</li> </ol> <p><b>ACTION (All): Please send your feedback by email to JM.</b></p>	JM

	<p><b>Feedback, queries and concerns from schools:</b></p> <ul style="list-style-type: none"> <li>• They are aware of historic DA cases and closely monitoring known cases but not aware of any new.</li> <li>• Some vulnerable families seem to be coping by not fully observing lockdown restrictions and letting CYP to go to grandparents and friends for some respite. Some cases where families are observing lockdown restrictions very strictly which may be a DA concern in itself.</li> </ul>	
6.	<p><b><u>Local trends – Child Exploitation/ Policy &amp; Procedure</u></b></p> <p>A mapping exercise has been completed, pulling together all support on offer across Slough through EH. This will be circulated shortly and it would be helpful to get some feedback on gaps in provision so services/interventions can be commissioned accordingly.</p> <p><b>ACTION: JM to include CE on the next agenda item for a wider discussion.</b></p> <p>MACE referrals – MACE Panel (multi agency child exploitation) which replaces the previous Serious Youth Violence and SEMRAC meetings. This multi-agency meeting will continue to meet on a monthly basis to review and consider risks and actions for children who are at risk of child exploitation.</p> <p>SCST are in the process of recruiting a CE manager as this is currently vacant.</p> <p>Andy Moore has been seconded to the Violence Reduction Unit across Thames Valley for implementation of a strategic plan around violence within and outside the school system. As the project evolves further details will be shared.</p> <p>Agreed as an agenda item for the next Secondary DSL Network.</p>	JM
7.	<p><b><u>AOB</u></b></p> <ul style="list-style-type: none"> <li>• Safeguarding Partnership newsletter fortnightly during COVID) – to be published this week (combined WITH Education Safeguarding Newsletter during COVID).</li> <li>• Remote CPD – What is the need?</li> </ul> <p><b>Feedback from participants</b></p> <ul style="list-style-type: none"> <li>• New to the role DSL</li> <li>• Managing allegations</li> <li>• Conflict resolution and team teach – Quentin has some Team Teach trainers on site</li> <li>• Safer recruitment – Some have been using Educare but the face to face with local context is better</li> </ul> <p><b>ACTION: JM to follow up and start exploring remote CPD options</b></p> <p><b><u>Agenda items for next meeting</u></b></p>	All

	Child Exploitation and work being done by the Violence Reduction Unit.	
8.	<b>Date of next Primary DSL Forum</b> Thursday 18 <sup>th</sup> June 10:00 – 11:30 <a href="https://bluejeans.com/7568440105/1273">https://bluejeans.com/7568440105/1273</a>	