

## **COVID-19 SAFEGUARDING ADDENDUM**

This addendum is written to work alongside the Viaduct Federation's existing Child Protection policy in response to the Covid-19 outbreak and the guidance issued by the Department for Education document 'Coronavirus (COVID-19): Guidance for full opening' issued September 2020 and the Remote Learning Policy September 2020

All children who are well and isolating at home are expected to engage in home learning activities. The school will provide families with the internet enabled devices and internet access where required.

### **Attendance**

In the event of individual children or whole bubbles isolating at home the school will continue to operate a register to record the attendance of children to online lessons. If children are not engaging with online work, the school will implement systems in line with the attendance policy.

In the event of a local or national lockdown staff will inform SLT of children not attending the daily Google Teams welfare call and the attendance policy will be followed and implemented.

### **Code of Conduct**

All staff and children are expected to maintain dress code standards and when online be positioned with an appropriate backdrop. Any concerns regarding children or staff should be reported to the DSL or Deputy DSLs either directly or via the office.

### **Security**

Staff should ensure that they are only using work laptops when working remotely.

The school must ensure that all security and privacy settings are up to date to ensure that data protection and safeguarding considerations are secure.

If staff are calling parents from home, using their personal mobile phone they must withhold or block their number. They must also not keep a record of any parent's phone numbers.

The school must ask all parents to place appropriate parental controls on home devices, advice for this will be provided.

### **Online safety**

Staff will discuss online safety with children on a regular basis during one of their daily welfare Google Teams meetings. This will include, but is not limited to, discussions about how to access Childline, reporting feelings of being unsafe, how to contact the school directly to raise worries or concerns either via phone or email.

If a member of staff should become concerned about a child's online safety whilst the child is working at home then they should report their concerns to the DSL (or deputy) immediately – either in person if working in school or via the phone. These concerns will then be dealt with following the school's usual child protection policy.

Children working at home will be given clear reporting routes so that they can raise any concerns they may have whilst online. These reporting routes will be sent out to all children via Google Teams and discussed on a regular basis. As well as these routes the school will also signpost children to Childline, Barnardo's and the UK Safer Internet Centre for support.

Parents will also receive online safety advice via parentmail to ensure they are aware of how to keep their children safe online if they decide to access additional online educational programmes or when their child is using social media. The school will signpost parents to online safety platforms including:

- Internet matters
- London Grid for Learning
- Net-aware
- Parent Info
- Thinkuknow
- UK Safer Internet Centre

#### Online safety in school

The school will continue to have IT support (virtually or by phone) in place to ensure that children in school remain safe online. If IT staff should become unavailable due to illness then the school will seek support from the Local Authority or other schools in the Radcliffe cluster.

#### Vulnerable children

Vulnerable children are categorised in the DFE document as those with a social worker or an EHCP (educational health care plan) or who the school identify as being vulnerable.

The DSL or the Inclusion Manager will make weekly phone calls to these families as part of on-going support. They will also continue to liaise with external agencies and other professionals involved with the children (unless directed by the social worker).

#### Mental health

The headteachers will make it clear at regular intervals what is expected of children in terms of home working to help alleviate stress and anxiety to children and parents. Opportunities will be made available for children to share their work with their teachers to support on-going relationships

The headteachers and school senior leaders will make it clear at regular intervals what is expected of staff in terms of working from home to help alleviate stress and anxiety to staff.

Appropriate support should be made for all children attending school during this time to support them with their learning and to reduce anxiety about parents who are working in key worker roles.