



## Model Safeguarding Policy Addendum for Remote Education

### Context

Working from home has become a reality for many professionals since March 2020 and the emergence of the global COVID 19 pandemic. As educators, we are guided by safeguarding policies and procedures aimed at protecting not just the young people in our care, but also ourselves as professionals.

This addendum to the school Safeguarding Policy contains details of our safeguarding arrangements for delivering remote learning, with regard to statutory safeguarding guidance, KCSiE 2020 and latest DfE guidance.

### Statutory Authority

The Provision of Remote Education, Temporary Continuity Direction, came into effect on 22 October 2020; placing a legal duty on schools in England to provide remote education for statutory school-aged children who are unable to attend school due to coronavirus. This includes:

- Whole year groups being directed to stay at home for fully remote learning (FRL)
- Individuals or smaller groups self-isolating for fixed periods (SI).

### Delivery of Remote Learning

- Remote learning will only take place using systems approved by the headteacher/governing body.
- Staff expected to deliver remote learning will receive training in the correct use of the system.
- Staff will only use school approved professional accounts with learners and/or parents/carers.
- Staff will not use personal accounts to communicate with learners and/or parents/carers
- Staff will use work provided equipment where possible e.g. a school laptop, tablet or other mobile device. If this is not provided, clear expectations must be put in place in relation to safeguarding and data security when using personal devices e.g. using strong passwords, suitable levels of encryption, logging off or locking devices when not in use etc.
- Online contact with learners and/or parents/carers will not take place outside of the agreed operating times
- The use of educational resources will be in line with existing teaching and learning policies, with consideration made to licensing and copyright.
- The use of video and microphones in live lessons will be in line with behavior expectations detailed below

## Staff

Staff will have high expectations and apply school policy; modelling safe practice and conduct themselves online during remote sessions as they would in the classroom. This includes:

- Following appropriate dress code
- Not taking or recording images for personal use
- Using a blurred background for live sessions
- Ensuring that personal information and/or unsuitable personal items are not visible, either on screen or in video backgrounds
- All sensitive documents or tabs are closed when screen sharing

## Pupils

Staff can expect pupils learning remotely to:

- Have a blurred background when cameras are on
- Wear appropriate dress code
- Adhere to behaviour expectations as outlined at the start of each session

## Parents/carers

- Make the school aware if their child is sick or otherwise cannot complete work
- Seek help from the school if they need it
- Support children with accessing the lesson if required
- Allow the lesson to proceed without interruption
- Raise concerns via the normal school's complaints procedures and not during a live session

## Reporting Concerns

### Designated and Deputy Designated Safeguarding Lead

All staff will need to access a trained DSL or deputy DSL. Staff on site and working remotely will be made daily aware of who the DSL is and how to contact them.

It is expected that schools will have a trained DSL (or deputy) available on site. However, it is recognised that for some schools there may be operational challenges to this. In such cases, there are two options to consider:

- A trained DSL (or deputy) from the school can be available to be contacted via phone or online video, for example working from home

- Sharing trained DSLs (or deputies) with other schools (who should be available to be contacted via phone or online video)

Where a trained DSL (or deputy) is not on site, in addition to one of the above options, a senior leader should take responsibility for co-ordinating safeguarding on site.

### **Staff**

Where staff have a concern about a child, they should continue to follow the process outlined in the school Safeguarding policy, this includes making a report via the schools safeguarding reporting system, this can be done remotely.

It is important that all staff who interact with children, including remote learning, continue to look out for signs that a child may be at risk. This will include concerns about a family experiencing domestic abuse.

Parents and carers' mental health may also be affected during the pandemic. Therefore, it is important that all staff raise concerns with the DSL/DDSL.

### **Pupils and Parents**

It is important that parents and pupils are aware of how they can share any concerns they may have. Concerns in this instant could include matters relating to safeguarding, learning and or their wellbeing.

### **Contact Numbers**

All relevant contact numbers are in the school safeguarding policy, which is on the school website.

I have read and understood the revised safeguarding policy addendum regarding remote education

Staff member name.....

Date.....