



NEWBOLD SCHOOL COVID-19 SAFEGUARDING ARRANGEMENTS (Full reopening - September 2020)

May 2020 and August 2020.

NEWBOLD SCHOOL'S TEAM CONTACT DETAILS .

Newbold School's Safeguarding team during partial opening:

Mrs Crissey - Designated Lead Safeguarding Officer (DL)

Mrs Jennings. - Deputy Safeguarding Officer

Miss Owens - Safeguarding officer

Pastor Marcel Ghiolda - Chair of Governors

Staff, parents or governors can contact Mrs Crissey (in person in the mornings or by email) or Mrs Jennings by email with any safeguarding concerns. Pastor Marcel can be contacted if you have a safeguarding concern about a member of staff.

Mrs Crissey's email: headteacher@newboldschool.co.uk

Mrs Jennings's email address: m-jennings@newboldschool.co.uk

Pastor Marcel's email address: mg@newboldchurch.org

If you cannot reach Mrs Crissey, Mrs Jennings, or Pastor Marcel, please contact Bracknell Forest County Council MASH (multi-agency safeguarding hub) on **01344 352005**. (Out of hours Tel: **01344 786543** 5pm to 8:30am from Monday to Friday and 24 hours a day at weekends.)

Introduction:

Due to the Coronavirus pandemic, Newbold School premises closed on Friday 20th March, 2020, as instructed by the British Government at the beginning of our lockdown sequence. The school is reopening partially to key-worker pupils from June 2020. The school is also continuing to operate through online teaching using a website called Seesaw and school email so all children can access learning. This document is an addition to the following policies: Safeguarding, E-safety, Child Protection, Staff Conduct and Covid-19 Emergency Safeguarding Arrangements Policy (applicable from 20th March - but is now replaced with this Appendage) and outlines the school's arrangements to address Covid-19-specific safeguarding challenges. All staff will be kept updated of any changes. This Appendage is relevant to, and will be shared with, all Newbold staff, governors and parents. [School re-opened fully on 7th September 2020. An updated risk assessment for the school and for Early Years was written and shared \(August 2020\), along with all relevant policies.](#)

Guidance for this policy extension has been taken from the updated DfE Government document: '**Coronavirus (COVID-19): safeguarding in schools, colleges and other providers**' (Published 27 March 2020 - Last updated 20 May 2020). The Government withdrew this guidance on 31st July 2020.

Guidance for this policy extension has been taken from the updated DfE Government document: '**Keeping children safe in education**' (17th June 2020) [New guidance will come into effect on 1st September 2020: 'Keeping children safe in education' \(September 2020\)](#)

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/892394/Keeping_children_safe_in_education_2020.pdf

DfE coronavirus helpline: 0800 046 8687.

Sharing government information:

All relevant information, updates and advice received from Bracknell Forest Borough Council will be shared with staff and any other relevant parties.

Thames Valley Police Alerts are sent to us regularly and we will share these with all staff. These alerts usually provide information about criminal activity in our area and now include warnings about Covid-19 related crimes (e.g. scams).

Who to contact in an emergency when life is in danger:

Call 999 immediately and ask for the police.

Domestic Abuse

During this phased return period, there are many children who will not attend school. The Government's phased return does not include children in years 2,3,4 and 5. Also, many families are choosing not to send their child back to school yet or cannot due to family members being in the vulnerable category. This means that there are still many people who will be thrown together for long periods of time, possibly in small homes where there is little opportunity to get away from each other. In these

circumstances, tensions can heighten to levels that are much greater than would be normal, so the potential for domestic abuse and child abuse is also much greater during lockdown.

It is not acceptable for children to be subjected to consistent verbal or physical abuse at any time and if such a situation arises, help must be sought. The Thames Valley Alert team have advised victims to call 999 and if the victim can't talk, dial 55; this would trigger a police response. This information must be shared with parents and also with children.

Childline's phone number was shared with children on Seesaw. 0800 1111

If staff become aware of domestic abuse or have any concerns that it could be occurring, they should contact Mrs Crissey or Mrs Jennings. If neither Mrs Crissey nor Mrs Jennings are contactable then Bracknell Forest Council's MASH team should be contacted on [01344 352005](tel:01344352005).

The best interests of children will always come first.

[Online Learning: This ended at the end of the academic year in July 2020.](#)

Peer on Peer online abuse

In order to safeguard our children, we will continue not to use live, online platforms for teaching (e.g. Zoom), neither will we use Whats App or any other brand of social media where security cannot be guaranteed or monitored. Our chosen Seesaw privacy settings do not allow children to view each other's work, comment on each other's work or view feedback teachers have made on other children's work. Basically, children cannot communicate with each other through Seesaw. These privacy settings have been chosen to ensure every child is given privacy to learn without unwelcome interference/comments from peers.

Online websites recommended by the school

Teachers do occasionally recommend websites to further support learning. However, parents are strongly advised not to allow their children to use the internet unsupervised. For example, some of our teachers regularly recommend specified Youtube links to support learning; however, some of the initial advertising content could be changed after we have viewed it. Therefore, parents should be aware that they must take responsibility at all times for supervising their children's online activities.

Staff conduct online

We will only engage with the children online through Seesaw. Mrs Crissey will oversee all of the virtual classrooms and will be able to view all communication that takes place between teachers and pupils. Teachers should provide the same quality of comments on children's work that they offer in school - i.e. comments that build children's confidence and self esteem and provide information on how they can improve their work.

No 'private' online interaction between teachers and children will take place. Teachers' comments should be restricted to Seesaw or the school email system. Parents should report any staff abuse of this rule to Mrs Crissey.

Teachers should not send/receive work from children through personal email addresses. Only the school email system should be used. The following people should be copied in all email teacher-pupil correspondence: Mrs Crissey, the teacher's job partner and one of the child's parents. If the parents live separately, then both parents should be copied in, where possible.

Teachers may occasionally wish to speak with children by telephone to encourage them and this is acceptable. All such phone calls should be pre-arranged with parents. The speaker function must be used on the parent's phone so they can hear all of the conversation between the teacher and their child. Teachers must end the phone call if the parent isn't present.

Pupils must refrain from addressing their teachers casually or lapsing into 'chat' mode, both on Seesaw and in emails. Teachers must insist that children address them respectfully, using appropriate language and tone. If a child is not adhering to these rules, then parents should be informed.

Parents' Choice of Other websites

Some parents may wish to use other websites to supplement their child's learning. The school strongly advises thorough vetting of any unfamiliar sites before allowing children to use them. Whilst there are many reputable organisations that are safe (e.g. BBC Bitesize, Oak National Academy), some sites are not safe because they are targeted by predators (e.g. Tik Tok). Allowing unknown websites free access to children's data leaves children vulnerable, as does allowing them to participate in live chats with unknown parties.

We would advise parents to closely supervise their child's online activities and switch on robust parental controls. We would also advise parents to ensure their child is not left online for long periods of time and recommend that they give a basic safety talk to their child about appropriate E-safety.

Mental Health

Everyone will feel stressed about this pandemic at some point; it can't be avoided. None of us are experts in this area but we can provide some support, where possible.

- Staff can call Mrs Crissey to talk at any time, if they need 'a shoulder'
- Pastor Marcel runs prayer groups for those affected by the virus so requests for particular people to be prayed for can be arranged
- We recommend that parents limit children's exposure to media coverage of the pandemic
- Parents can email Mrs Crissey/class teacher to organise a phone chat, if they need help/advice

- Regular emails will 'check-in' with parents

Negative experiences and distressing life events, such as the current circumstances, can affect the mental health of children and their parents. Now that some children are returning to school from 8 June onwards, schools should ensure appropriate support is in place for them. Teachers should be aware of the impact the current circumstances can have on the mental health of those students/pupils (and their parents). All staff are to refer to the DfE guidance on '**Mental health and behaviour in schools**' (**Updated 12 Nov 2018**) which can help schools to identify children who might need additional support, and to put this support in place. The guidance sets out how mental health issues can bring about changes in a child's behaviour or emotional state which can be displayed in a range of different ways, all of which could be an indication of an underlying problem. This can include for example being fearful or withdrawn; aggressive or oppositional; or excessive clinginess. Teachers are to seek support from Mrs Crissey on how best to handle these situations.

In-School Learning: June - July 2020

We may face unique challenges when some children resume their schooling onsite and we welcome back more children. Where reasonably possible and where relevant, the DSL should consider these challenges in a child protection context and reflect them in the child protection policy as appropriate.

Attendance

We will resume taking children's attendance register from 8 June and continue to complete the online Educational Setting Status form which gives the Department for Education daily updates on how many children and staff are attending.

Safer recruitment and movement of staff

Whilst acknowledging the challenge of the current environment, it is essential from a safeguarding perspective that we are aware, on any given day, which staff will be in the school.

We will use our judgement on whether recruitment is needed and how this can best be done given the circumstances. The recruitment of new staff may involve visiting Newbold School, and if that is the case the relevant safer recruitment processes will be followed. Any such meetings should take place at a safe distance and there will be no close contact with any children. This will ensure that physical distancing remains to protect the children within their cohort 'bubbles'.

Covid-19 Risk Assessment

[Our updated comprehensive risk assessment in relation to Covid-19 is to be read, understood and followed, in conjunction with this appendage Policy. The updated risk assessments \(August 2020\) will be shared with all staff, governors and parents. It directly addresses risks associated with coronavirus, so that sensible protective measures can be put in place to control those risks for children, parents and staff.](#)

These measures include increased cleaning, personal hygiene measures, reducing 'pinch points' (such as parents dropping children off at the start and end of the day), forming small groups that will not mix (class bubbles), social distance measures (where possible) and utilising outdoor space. However, the risk assessment also identifies high risk areas (including the layout and size of our building).

Personal Protective Equipment (PPE) and displaying symptoms

The risk assessment clearly identifies the procedures to follow should a child display symptoms of Coronavirus at School. At all times, the child will be reassured and supervised by a staff member while they wait to be collected. The staff member supervising the ill child will wear PPE. We will follow all Government guidance detailed in: '**Coronavirus (COVID-19): Implementing protective measures in education and childcare settings**' (updated 1 June 2020) to ensure we adhere to all safeguarding requirements.

Safeguarding

Designated safeguarding leads (and deputies) should be provided with more time, especially in the first few weeks of term, to help them provide support to staff and children regarding any new safeguarding and welfare concerns and the handling of referrals to children's social care and other agencies where these are appropriate, and agencies and services should prepare to work together to actively look for signs of harm.

Pupil wellbeing and support

Pupils may be experiencing a variety of emotions in response to the coronavirus (COVID-19) outbreak, such as anxiety, stress or low mood. This may particularly be the case for vulnerable children, including those with a social worker and young carers. It is important to contextualise these feelings as normal responses to an abnormal situation. Some may need support to re-adjust to school; others may have enjoyed being at home and be reluctant to return; a few may be showing signs of more severe anxiety or depression. Others will not be experiencing any challenges and will be keen and ready to return to school.

Teachers in all year groups will spend time in the first couple of weeks providing opportunities for children to discuss their experiences and concerns. KS1 and KS2 will have opportunities to write down their experiences. Teachers will discuss all recommended strategies and new school rules/expectations with their class children in an age-appropriate way so they fully understand how to keep safe and protect others.

Nurseries, childminders, schools and colleges will understand that some children and young people may be experiencing feelings such as anxiety, stress or low mood as a result of the coronavirus (COVID-19) outbreak.

We will signpost any parents to relevant online resources which are available to help families with mental health, including:

- [MindEd](#), a free educational resource from Health Education England on children and young people's mental health
- [Rise Above](#), which aims to build resilience and support good mental health in young people aged 10 to 16
- [Every Mind Matters](#), which includes an online tool and email journey to support everyone to feel more confident in taking action to look after their mental health and wellbeing
- [Bereavement UK](#) and the [Childhood Bereavement Network](#), provide information and resources to support bereaved pupils, schools and staff

Roles and responsibilities

Headteacher - Designated Lead Safeguarding Officer

M Jennings - Deputy Designated Lead Safeguarding Officer

Pastor M Ghioalda - Receive reports of any safeguarding concerns and share these with DL, (or Bracknell Forest MASH team, if appropriate)

Teachers - Report any safeguarding issues/disclosures that arise online

Safeguarding Governors - Keep informed of safeguarding measures during Covid-19

Governors - Keep informed of updates to the safeguarding policy and raise any concerns with the safeguarding governor.

Updated and reviewed by: J. Crissey and M. Jennings - May 2020.

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