Inspiring Futures Through Learning

COVID-19 IFtL and school closure arrangements for Safeguarding and Child Protection at Whitehouse Primary School

March 2020 to March 2021

This Policy is an addition to the IFtL Child Protection Policy and the School policies and therefore all procedures and processes outlined in these policies are still in place. This policy is specific to outline the IFtL Trust and school-specific arrangements in response to COVID-19.

At Inspiring Futures through Learning, we are driven by our pursuit of excellence every day. We have high expectations of learning, behaviour and respect for every member of our community. We create independent, articulate thinkers and learners who have confidence in, not only their individual ambitions, but also those of the Academy and The Trust as a whole. We have collaboration at the heart of everything we do and our vision is to nurture exciting, innovative, outstanding Academies who embrace change and provide a world-class education for all it serves.

School Name: Whitehouse Primary School
Policy owner: Mrs Caroline Prudence
Date: 06.04.2020
Date shared with staff: 06.04.2020

Scope: IFtL Multi-Academy Trust (MAT) & Academies within the MAT	
Version: V 1– 30/3/20	**Filename:** IFtL – COVID-19 IFtL and school closure arrangements for Safeguarding and Child Protection Policy
Approval: This policy was ratified by the IFtL Trustees on 31st March 2020.	**Next Review on or before:** **March 30th 2021** *This policy will be reviewed annually by the IFtL Executive committee and approved by the Trustees at least on an annual basis (although amendments prior to this may occur to reflect the key changes and proposals within curriculum currently occurring)*
Owner: IFtL Trustees **Schools must personalise this policy and add information specific and pertinent to their Child Protection and Safeguarding Procedures in response to the changes due to the COVID-19 virus.**	**Union Status:** Not applicable

Policy type:	
Statutory	Recommend publishing on website

1. **Context**

From 20th March 2020, parents/ carers were asked to keep their children at home, wherever possible, and for schools to remain open only for those children of workers critical to the COVID-19 response - who absolutely need to attend.

Schools and all childcare providers were asked to provide care for a limited number of children - children who are vulnerable, and children whose parents are critical to the COVID-19 response and cannot be safely cared for at home.

This addendum of the IFtL and Whitehouse Primary School Safeguarding, and Child Protection policy contains details of our individual safeguarding arrangements in the following areas:

APPENDICIES:

Appendix One: Out of Hours Support for parent/ carers

Appendix Two: Parents' Help sheet - Thinkuknow safety programme from CEOP

Appendix Three: Andrew Hall Interim DfE Safeguarding Guidance: Actions required

2. Key contacts

Role	Name	Contact number	Email
IFtL Designated Lead	Kimberley Kemp	07841 421827	kkemp@iftl.co.uk
IFtL ITT/ MKTSA Designated Safeguarding Lead	Michelle Gardner	01908 533283	mgardner@mkitt.co.uk
Chief Executive Officer	Sarah Bennett	01908 533283	sbennet@iftl.co.uk
Chair of Trustees	Marilyn Hubbard	01908 533283	mhubbard@iftl.co.uk
IFtL GDPR Officer	Jason Smith	01908 533283	jsmith@iftl.co.uk
School Designated Safeguarding Lead	Caroline Prudence	01908 533288	cprudence@whitehouseprimary.co.uk
School Deputy Safeguarding Lead	Linda Kelly	07841 421832	lkelly@whitehouseprimary.co.uk
Head Teacher	Linda Kelly	07841 421832	lkelly@whitehouseprimary.co.uk
Chair of Governors	Nicolette Green	01908 533288	ngreen@iftl.co.uk

The COVID-19 safeguarding guidance suggests where schools and trusts might consider safeguarding policy and process differently during COVID-19. This guidance will be followed by all IFtL Schools and this policy outlines the safeguarding and child protection procedures in Whitehouse Primary School which will be used in response to the COVID-19 virus. All government guidelines will be followed and all schools will ensure they remain up-to-date and respond to this guidance in a timely manner.

This Policy is an addition to the IFtL Child Protection Policy and the School policies and therefore all procedures and processes outlined in these policies are still in place. This policy is specific to outline the IFtL Trust and school-specific arrangements in response to COVID-19.

3. Vulnerable children

Vulnerable children include those who have a social worker and those children and young people up to the age of 25 with education, health and care (EHC) plans.

Those who have a social worker include children who have a Child Protection Plan and those who are looked after by the Local Authority. A child may also be deemed to be vulnerable if they have been assessed as being in need or otherwise meet the definition in section 17 of the Children Act 1989.

In line with the latest guidance, where pupils with EHC plans can safely remain at home, they should. All the schools will consider the needs of all children and young people with an EHC plan, alongside the views of their parents/carers, and make a risk assessment for each child or young person. Those with an EHC plan will be risk-assessed in consultation with the Local Authority and parents, to decide whether they need to continue to be offered a school or college place in order to meet their needs, or whether they can safely have their needs met at home. This could include, if necessary, carers, therapists or clinicians visiting the home to provide any essential services. Many children and young people with EHC plans can safely remain at home.

Eligibility for free school meals should not be the determining factor in assessing vulnerability.

Senior leaders, especially the Designated Safeguarding Lead (and deputy) know who our most vulnerable children are. They have the flexibility to offer a place to those on the edge of receiving children's social care support.

Each school within IFtL will continue to work with and support children's social workers to help protect vulnerable children. This includes working with and supporting children's social workers and the local authority virtual school head (VSH) for looked-after and previously looked-after children. The lead person for this within Whitehouse Primary School will be: Caroline Prudence.

For pupils with a social worker, the schools will liaise closely with the parent/ carers and the social worker to agree the best way to protect this group of vulnerable children. In circumstances where a parent/carer does not want to bring their child to an education setting, and their child is considered vulnerable, the social worker and Whitehouse Primary School will explore the reasons for this directly with the parent.

Where parents are concerned about the risk of the child contracting COVID19, Whitehouse Primary School or the social worker will talk through these anxieties with the parent/carer following the advice set out by Public Health England.

Whitehouse Primary School will encourage our vulnerable children and young people to attend a school, including remotely if needed.

4. **Attendance monitoring**

Local authorities and education settings do not need to complete their usual day-to-day attendance processes to follow up on non-attendance.

Whitehouse Primary School and social workers will agree with parents/carers whether children in need should be attending school – Whitehouse Primary School will then follow up on any pupil that they were expecting to attend, who does not. Whitehouse Primary School will also follow up with any parent or carer who has arranged care for their child(ren) and the child(ren) subsequently do not attend.

A telephone call will be made to the family, followed by an email if contact cannot be made by phone. If no response to the email, a home visit will be made to check on the child(ren's) safety. If the family are not at home, or if at any point we are concerned about the child (ren's) safety, we will alert the family's social worker or the MASH if the social worker is not available.

To support the above, Whitehouse Primary School will, when communicating with parents/carers and carers, confirm emergency contact numbers are correct and ask for any additional emergency contact numbers where they are available.

In all circumstances where a vulnerable child does not take up their place at school, or discontinues, Whitehouse Primary School will notify their social worker.

5. **Designated Safeguarding Lead**

Any concerns in relation to children and their families will follow the processes and procedures outlined in the school child protection and safeguarding policy.

Whitehouse Primary School has a Designated Safeguarding Lead (DSL) and a Deputy DSL.

The Designated Safeguarding Lead is Caroline Prudence.

The Deputy Designated Safeguarding Lead is Linda Kelly.

The IFtL Designated Lead is Kimberley Kemp.

The optimal scenario is to have a trained DSL (or deputy) available on site. Where this is not the case a trained DSL (or deputy) will be available to be contacted via phone or online video - for example when working from home.

Where a trained DSL (or deputy) is not on site, in addition to the above, a senior leader will assume responsibility for co-ordinating safeguarding on site.

This might include updating and managing access to child protection online management system, CPOMS and liaising with the offsite DSL (or deputy) and as required, liaising with children's social workers where they require access to children in need and/or to carry out statutory assessments at the school.

It is important that all Whitehouse Primary School staff and volunteers have access to a trained DSL (or deputy). On each day, staff on site will be made aware of who that person is and how to speak to them.

The DSL will continue to engage with social workers, and attend all multi-agency meetings, which can be done remotely.

6. Reporting a concern

Where staff have a concern about a child, they should continue to follow the process outlined in the school Safeguarding and Child Protection Policy, this includes recording a concern on EdAware, which can be done remotely.

In the unlikely event that a member of staff cannot access EdAware from home, they should email the Designated Safeguarding Lead, Headteacher and the Trust IFtL Designated Safeguarding Lead Kim Kemp. This will ensure that the concern is received.

Staff are reminded of the need to report any concern immediately and without delay.

Where staff are concerned about an adult working with children in the school, they should report the concern to the headteacher as per normal school process. If there is a requirement to make a notification to the headteacher whilst away from school, this should be done verbally and followed up with an email to the headteacher. If the headteacher is off-site, their number should be available to all staff so they can be contactable.

Concerns around the Headteacher should be directed to the Chair of Governors, Nicolette Green via email at ngreen@iftl.co.uk

The Multi-Academy Trust will continue to offer support in the process of managing allegations. Please contact Kim Kemp on 07841 421827 or via email at kkemp@iftl.co.uk should any support be required.

The process for whistleblowing remains as outlined within the IFtL Whistleblowing Policy which is available on the school website and the IFtL website.

7. Safeguarding Training and induction

DSL training is very unlikely to take place whilst there remains a threat of the COVID 19 virus.

For the period COVID-19 measures are in place, a DSL (or deputy) who has been trained will continue to be classed as a trained DSL (or deputy) even if they miss their refresher training.

All existing school staff have had safeguarding training and have read part 1 and annexe A of Keeping Children Safe in Education (2019). The DSL should communicate with staff any new local arrangements, so they know what to do if they are worried about a child.

Where new staff are recruited, or new volunteers enter Whitehouse Primary School, they will continue to be provided with a safeguarding induction which will include information on who to speak to with a concern and how to whistleblow.

If staff are deployed from another education or children's workforce setting to our school, we will take into account the DfE supplementary guidance on safeguarding children during the COVID-19 pandemic and will accept portability as long as the current employer confirms in writing that:

- the individual has been subject to an enhanced DBS and children's barred list check

- there are no known concerns about the individual's suitability to work with children

- there is no on-going disciplinary investigation relating to that individual.

For movement within the Trust, schools should seek assurance from the Multi-Academy Trust (MAT) HR Co-ordinator, Amelia Perrin (aperrin@iftl.co.uk) and Kim Kemp (kkemp@iftl.co.uk) that the member of staff has received appropriate safeguarding training.

Upon arrival, they will all be given a copy of the normal documents shared during the face-to-face induction process within the school – these documents will include the school's child protection and safeguarding policy, IFtL Whistleblowing Policy, this policy, Part one and Annex A of KCSiE 2019 and confirmation of local processes and confirmation of DSL arrangements.

8. Safer recruitment/volunteers and movement of staff

It remains essential that people who are unsuitable are not allowed to enter the children's workforce or gain access to children. When recruiting new staff, Whitehouse Primary will continue to follow the relevant safer recruitment processes for their setting, including, as appropriate, relevant sections in part 3 of Keeping Children Safe in Education (2019) (KCSIE). All schools will follow the IFtL Safer Recruitment Policy as available on the portal and IFtL website. You can also contact the IFtL DSL (Kim Kemp) or IFtL HR Co-ordinator (Amelia Perrin) for a copy of this policy or any support/ advice.

In response to COVID-19, the Disclosure and Barring Service (DBS) has made changes to its guidance on standard and enhanced DBS ID checking to minimise the need for face-to-face contact.

Where Whitehouse Primary School is utilising volunteers, we will continue to follow the checking and risk assessment process as set out in paragraphs 167 to 172 of KCSIE. Under no circumstances will a volunteer who has not been checked be left unsupervised or allowed to work in regulated activity.

Whitehouse Primary School will continue to follow the legal duty to refer to the DBS anyone who has harmed or poses a risk of harm to a child or vulnerable adult. Full details can be found at paragraph 163 of KCSIE.

Whitehouse Primary School will continue to consider and make referrals to the Teaching Regulation Agency (TRA) as per paragraph 166 of KCSIE and the TRA's 'Teacher misconduct advice for making a referral.

During the COVID-19 period, all referrals should be made by emailing
Misconduct.Teacher@education.gov.uk

Whilst acknowledging the challenge of the current National emergency, it is essential from a safeguarding perspective that any school is aware, on any given day, which staff/volunteers will be in the school or college, and that appropriate checks have been carried out, especially for anyone engaging in regulated activity. As such, Whitehouse Primary School will continue to keep the single central record (SCR) up to date as outlined in paragraphs 148 to 156 in KCSIE. If any school staff work in another of the Trust Schools, they must ensure they have access to the relevant SCR information.

9. Online safety in IFtL schools

Whitehouse Primary School will continue to provide a safe environment, including online. This includes the use of an online filtering system.

Where students are using computers in school, appropriate supervision will be in place. Information to support on-line safety will be shared with parent/ carers to help them keep their children safe on-line at home.

10. Children and online safety away from school

The department is providing separate guidance on providing education remotely. It will set out 4 key areas that schools should consider as part of any remote learning strategy. This includes the use of technology.

Recently published guidance from the UK Safer Internet Centre on safe remote learning and from the London Grid for Learning on the use of videos and livestreaming could help plan online lessons and/or activities and plan them safely.

Whitehouse Primary School will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements.

Whitehouse Primary School will ensure that children who are being asked to work online have very clear reporting routes in place so they can raise any concerns whilst online.

It is important that all staff who interact with children, including online, continue to look out for signs a child may be at risk. Any such concerns should be dealt with as per the School

Child Protection and Safeguarding Policy and where appropriate referrals should still be made to children's social care and as required, the police.

Online teaching should follow the same principles and processes as stated within the school policies: Online Safety Policy; Child Protection and Safeguarding Policy and Procedures; Data Protection Policy; Staff Code of Conduct.

Appendix two gives a useful leaflet from Thinkuknow which can be shared with parent/ carers to support on-line safety away from school.

Whitehouse Primary School will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements.

Below are some things to consider when delivering virtual lessons, especially where webcams are involved:

• No 1:1s - groups only
• Staff and children must wear suitable clothing, as should anyone else in the household.
• Any computers used should be in appropriate areas, for example, not in bedrooms; and the background should be blurred if possible.
• The live class should be recorded so that if any issues were to arise, the video can be reviewed.
• Live classes should be kept to a reasonable length of time, or the streaming may prevent the family 'getting on' with their day.
• Language must be professional and appropriate, including any family members in the background.
• Staff must only use platforms provided by IFtL to communicate with pupils
• Staff should record, the length, time, date and attendance of any sessions held.

If a child wishes to email a teacher from their own account, their email should be sent via their parent's email address and forwarded on to you so the parent is aware of the content and frequency of the messages. Likewise, replies to the child from the teacher should also go via the parent's email address.

11. Supporting children not in school

Whitehouse Primary School is committed to ensuring the safety and wellbeing of all its Children and Young people.

Where the DSL has identified a child to be on the edge of social care support, or who would normally receive pastoral-type support in school, they should ensure that a robust communication plan is in place for that child or young person.

Details of this plan must be recorded on EdAware, as should a record of contact have made.

The communication plans can include; remote contact, phone contact, door-step visits. Other individualised contact methods should be considered and recorded.

Whitehouse Primary School and its DSL will work closely with all stakeholders to maximise the effectiveness of any communication plan.

This plan must be reviewed regularly (at least once a fortnight) and where concerns arise, the DSL will consider any referrals as appropriate.

The school will share safeguarding messages on its website and social media pages.

Whitehouse Primary School recognises that school is a protective factor for children and young people, and the current circumstances, can affect the mental health of pupils and their parents/carers. Teaching staff at Whitehouse Primary School need to be aware of this in setting expectations of pupils' work where they are at home.

Whitehouse Primary School will ensure that where we care for children of critical workers and vulnerable children on site, we ensure appropriate support is in place for them. This will be bespoke to each child and recorded on EdAware.

12. Supporting children in school

Whitehouse Primary School is committed to ensuring the safety and wellbeing of all its children and young people.

Whitehouse Primary School will continue to be a safe space for all children to attend and flourish. The Headteacher will ensure that appropriate staff are on site and staff to pupil ratio numbers are appropriate, to maximise safety.

Whitehouse Primary School will refer to the Government guidance for education and childcare settings on how to implement social distancing and continue to follow the advice from Public Health England on handwashing and other measures to limit the risk of spread of COVID19.

Whitehouse Primary School will ensure that where we care for children of critical workers and vulnerable children on site, we ensure appropriate support is in place for them. This will be bespoke to each child and recorded on EdAware.

Staff will report absence due to illness to the headteacher/ senior leader on duty. Where Whitehouse Primary School has concerns about the impact of staff absence – such as our Designated Safeguarding Lead or first aiders – we will discuss them immediately with the trust.

13. Peer-on-Peer Abuse

Whitehouse Primary School recognises that during the closure a revised process may be required for managing any report of such abuse and supporting victims**.**

Where a school receives a report of peer on peer abuse, they will follow the principles as set out in part 5 of KCSIE and of those outlined within of the Child Protection Policy.

The school will listen and work with the young person, parents/carers and any multi-agency partner required to ensure the safety and security of that young person.

Concerns and actions must be recorded on EdAware and appropriate referrals made.

14. Social distancing

All schools will follow the social distancing guidance as highlighted within:
www.gov.uk/government/publications/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings/coronavirus-covid-19-implementing-social-distancing-in-education-and-childcare-settings

Within this guidance it states how to implement social distancing.
To help ensure that the risk of virus spread for both staff and children is as low as possible, all our schools who remain partially open will:
-   tell children, parents, carers or any visitors, such as suppliers, not to visit the school if they are displaying any symptoms of coronavirus (COVID-19)
-   consider how children arrive at the school and reduce any unnecessary travel on coaches, buses or public transport

IFTL is a trust established by educationalists, with education and improving outcomes for children at the heart of all we do.

Page **12** of **20**

- ensure class sizes reflect the numbers of teaching staff available and are kept as small as possible
- stagger lunch times, break times and the movement of pupils around the school to reduce large groups of children gathering
- discourage parents from gathering at school gates
- try to follow the social distancing guidelines

We recognise that social distancing within education and childcare settings with very young children will be harder to maintain. Staff should implement the above measures as far as they are able, whilst ensuring children are kept safe and well cared for within their settings.

Public Health England has published this poster which summarises the social distancing guidance for education and childcare settings – this can be displayed within the school and shared with staff/ children and families to support social distancing and how to implement this within education settings.

15. Shielding and protecting people defined on medical grounds as extremely vulnerable from COVID-19

All staff and children are strongly advised to stay at home at all times and avoid any face-to-face contact for a period of at least 12 weeks. Please note that this period of time could change. All schools within IFtL will follow these guidelines and support as most appropriate.

www.gov.uk/government/publications/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19/guidance-on-shielding-and-protecting-extremely-vulnerable-persons-from-covid-19

16. Support from the Multi-Academy Trust

The Multi-Academy Trust (MAT) Central Safeguarding Team will provide support and guidance as appropriate to enable the DSL to carry out their role effectively. Please contact Kim Kemp (kkemp@iftl.co.uk or 07841 421827) for any support or guidance required.

IFTL is a trust established by educationalists, with education and improving outcomes for children at the heart of all we do.

Page **13** of **20**

17. **School requirements**

Each school must personalise this policy to ensure it contains specific and pertinent information specific to the school safeguarding and child protection arrangements in response to the COVID-19 virus. The policy then needs to be agreed by governors and disseminated to all relevant stakeholders accordingly. All schools must follow the latest government guidelines and ensure they remain up-dated implementing the recommended changes in line with these guidelines. All recommended DfE Safeguarding Guidance must be adhered to. Appendix three outlines a useful actions required list for use (Please note there may be further actions in response to the up-dated guidance which is currently occurring daily).

18. **Safeguarding Statement**

Safeguarding is everybody's business. IFtL MAT is committed to ensuring that all our children and young people are safe and feel safe. The right to be safe for any member of the IFtL community is a non-negotiable and paramount. Safeguarding and child protection is crucial, and we are fully committed to ensuring the welfare and safety of all our children and staff. IFtL and all the schools within the Trust must fully adhere to all safeguarding and child protection legislation, policy and procedures at all times and under any circumstances. Any concerns at a Trust level will be referred to IFtL safeguarding Leads Kim Kemp or Sarah Bennett, or Michelle Gardner for MKTSA and ITT, and to the relevant designated safeguarding officers within each school for concerns pertinent to children within the school. IFtL fully adheres to all Safeguarding and child protection legislation and MKSB requirements, including the Milton Keynes Whistleblowing Policy and procedures.

APPENDICIES:

Appendix One: Out of Hours Support for parent/ carers

Appendix Two: Parents Help sheet - Thinkuknow safety programme from CEOP

Appendix Three: Andrew Hall Interim DfE Safeguarding Guidance: Actions required

IFTL is a trust established by educationalists, with education and improving outcomes for children at the heart of all we do.

Page **14** of **20**

Appendix One: Out of Hours Support for parent/ carers

Out of Hours Support

Dear Parents and Carers,

To support parents during this time, we have put together a list of services that you and your family may require. We know that for many of our families, school is a place to seek support in many of these areas. This includes services which can offer advice around mental health, financial concerns and housing issues.

Police: 101 or Emergency 999

NHS Direct: 111

Child Line: 0800 1111 (free)

Children's Services: Please call 01908 253169 or 253170. You can also email children@milton-keynes.gov.uk

Mental Health

Samaritans: 116 123 (free) https://www.samaritans.org/

Parents Helpline: 0808 802 between 9:30am-4pm

Young Minds Crisis Messenger: text YM to 85258 for free 24/7 support

The Young Minds website is here: https://youngminds.org.uk/

Anna Freud: Coronavirus, mental health, wellbeing

Domestic Abuse

Women's Aid: 0808 800 0028 https://bswaid.org/ text service: 08001 08088000028

Men's Advice Line: 0808 801 0327 www.mensadviceline.org.uk

Benefits

Jobcentre Plus: 0800 055 6688

 Debt advice

Money Advice Service 0800 138 7777 https://www.moneyadviceservice.org.uk/en

Citizens Advice Bureau https://www.citizensadvice.org.uk/

IFTL is a trust established by educationalists, with education and improving outcomes for children at the heart of all we do.

Page **15** of **20**

Food Bank

Many food banks work on a referral scheme but if you need support, try googling Milton Keynes foodbanks. This website might help: http://mkfoodbank.org.uk/

Bereavement

Edward's Trust 0121 454 1705 https://edwardstrust.org.uk/

On-Line Safety

There are resources on the school website:

https://www.whitehouseprimary.co.uk/safeguarding/online-safety/

You might like to sign up to this alert as it is updating weekly https://www.esafety-adviser.com/latest-newsletter/

IFTL is a trust established by educationalists, with education and improving outcomes for children at the heart of all we do.

Page **16** of **20**

PARENTS HELPSHEET: PRIMARY

Thinkuknow: keeping your child safe online while they are off school

Thinkuknow is the national online safety education programme from CEOP, the online child protection command of the National Crime Agency.

Thinkuknow helps parents, carers, teachers and others keep children safe from sexual abuse, offering learning activities, advice and support for children and young people aged 4-18 and their families.

While school is closed, here's what you can do to keep your child stay safe while they are learning and having fun online.

8 steps to keep your child safe online this month

• **Explore together:** Ask your child to show you their favourite websites and apps and what they do on them. Listen, show interest and encourage them to teach you the basics of the site or app.

• **Chat little and often about online safety:** If you're introducing them to new learning websites and apps while school is closed, take the opportunity to talk to them about how to stay safe on these services and in general. Ask if anything ever worries them while they're online. Make sure they know that if they ever feel worried, they can get help by talking to you or another adult they trust.

• **Help your child identify trusted adults who can help them if they are worried:** This includes you and other adults at home, as well as adults from wider family, school or other support services who they are able to contact at this time. Encourage them to draw a picture or write a list of their trusted adults.

• **Be non-judgemental:** Explain that you would never blame them for anything that might happen online, and you will always give them calm, loving support.

• **Supervise their online activity:** Keep the devices your child uses in communal areas of the house such as in the living room or kitchen where an adult is able to supervise. Children of this age should not access the internet unsupervised in private spaces, such as alone in a bedroom or bathroom.

• **Talk about how their online actions affect others:** If your child is engaging with others online, remind them to consider how someone else might feel before they post or share something. If they are considering sharing a photo/video of somebody else, they should always ask permission first.

• **Use 'SafeSearch':** Most web search engines will have a 'SafeSearch' function, which will allow you to limit the content your child can access whilst online. Look out for the 'Settings' button on your web browser homepage, which is often shaped like a small cog.
• **Parental controls:** Use the parental controls available on your home broadband and all internet enabled devices in your home. You can find out more about how to use parental controls by visiting your broadband provider's website.

Support your child with films and activities from Thinkuknow

Thinkuknow films and games are a great way to start and continue chats about online safety.

4-7s *Jessie & Friends* **cartoons** – https://www.thinkuknow.co.uk/parents/jessie-and-friends-videos/

A three-episode animated series which helps keep 4-7s safe online. It explores three popular online activities: watching videos, sharing pictures, and online gaming.

8 – 11s *Play Like Share* **cartoons** – https://www.thinkuknow.co.uk/parents/playlikeshare/

A three-episode animated series that helps keep 8-11 year olds safe from risks they might encounter online.

Band Runner **game and advice website** – https://www.thinkuknow.co.uk/8_10/

A fun interactive game that helps reinforce key messages about online safety.

You'll find lots more advice on keeping your child safe online at **www.thinkuknow.co.uk/parents**.

If you're worried that a child is at risk of harm online, you should call the police. Children can make a report to CEOP at **https://www.ceop.police.uk/safety-centre/**

Other recommended resources

Parent Info – Expert information for parents about digital family life www.parentinfo.org.

NSPCC Net Aware – Provides reviews and guidance on the most popular social networks, apps and games that children use. https://www.net-aware.org.uk/

NSPCC PANTS (The underwear rule) – A simple way to keep children safe from abuse, by teaching them to remember the 5 rules that spell 'PANTS'. https://www.nspcc.org.uk/preventing-abuse/keeping-children-safe/underwear-rule/

Internet Matters – A useful tool showing how to set parental controls across a range of devices and websites. http://www.internetmatters.org/parental-controls/interactive-guide/

CEOP social media:

For up to date information and advice:
@CEOPUK on Twitter
ClickCEOP on Facebook

IFTL is a trust established by educationalists, with education and improving outcomes for children at the heart of all we do.

Page **18** of **20**

Appendix Three: Andrew Hall Interim DfE Safeguarding Guidance: Actions required

Activity	Completed (Yes/No)
Ensure that someone is responsible for ensuring these actions are completed	
Ensure governors are aware of the Government's interim safeguarding guidance	
Ensure that someone is responsible for continuity in safeguarding leadership	
If you are a hub understand that you have the responsibility for safeguarding all children and staff	
Ensure DSL is available, in-person, by phone or video link	
Nominate a senior leader to be the onsite safeguarding lead	
Create a Coronavirus Outbreak addendum to your child protection policy to include the specific issues for these circumstances	
Ensure staff know the new arrangements for DSLs and reporting concerns	
Understand what changes there may be for contacting the LADO	
Understand what changes there may be for contacting the MASH team or other 'front door' services	
Understand what changes there may be for contacting social workers	
Know which children have social workers and how to contact them	
Know which children are LAC/PLAC, who their Virtual School Head is and how to contact them	
Know which children should be in school and follow up where they do not attend	
Ensure that emergency numbers and alternatives are kept up to date	
Ensure that there are safeguarding induction processes for new staff, staff relocated to the school, and volunteers	
Ensure that new staff, staff relocated to the school, and volunteers understand the staff code of conduct	
Ensure that any volunteers have been individually risk-assessed	
Ensure that each vulnerable child has an easily transferable record of why they are vulnerable, a copy of the EHCP and/or CIN or CP Plan, the name of their social worker and contact details, for LAC children the name of the relevant Virtual School Head	
Ensure there is a record of which staff are onsite daily	
Ensure that the SCR is up to date with any relocated staff or volunteers and the checks that have been made	
Ensure that your safer recruitment processes are clear and adhered to, for example, be aware of anyone unknown to the school offering themselves as a volunteer	

IFTL is a trust established by educationalists, with education and improving outcomes for children at the heart of all we do.

Page **19** of **20**

Ensure that staff are aware that there may be an impact of the mental health of pupils, parents and staff or volunteers; and what support may be available	
Consider what to do if there are no IT staff available	
Ensure that the school has an online teaching and learning policy which considers safeguarding risks	

Ensure that pupils, parents and staff know how to raise any safeguarding issues that may arise during any online learning	
Ensure that SLT has a plan for how any bereavements may be handled, including obtaining any support services (not otherwise shared) [See charity websites, for example, Winston's Wish, Grief Encounter, Childhood Bereavement Network or Hope Encounter.	