

# CHATSWORTH SCHOOLS



## Covid-19 Addendum Update v6.0

### **‘This Addendum should be read in conjunction with the current Safeguarding Policy’**

In these unprecedented times we are all aware of the need for additional needs for our safeguarding procedures; we continue to abide by our current policy but are acutely aware of a need for ensuring stringent online safety for our children and support for parents to have full understanding of the safety levels required.

The whole community will continue to abide by the acceptable use of online materials outlined in our E-Safety and Internet Policy.

Parents have had access to the National Online Safety posters and links to offer guidance when children are online, but this information will be sent again along with other helpful websites as listed below.

- [Thinkyouknow](#) (advice from the National Crime Agency to stay safe online)
- [Internet matters](#) (support for parents and carers to keep their children safe online)
- [Parent info](#) (support for parents and carers to keep their children safe online)
- [LGfL](#) (support for parents and carers to keep their children safe online)
- [Net-aware](#) (support for parents and careers from the NSPCC)

This support will reinforce the issues surrounding children being on their computers and subsequently help prevent unsuitable members of the public gaining access to our children.

### **Mental Well Being**

Regardless of our age, this may be a difficult time for children and young people. Some may react right away, while others may show signs of difficulty later on.

How a child or young person reacts can vary according to their age, how they understand information and communicate, their previous experiences, and how they typically cope with stress. Negative reactions may include worrying thoughts about their health or that of family and friends, fear, avoidance, problems sleeping, or physical symptoms such as a stomach ache.

During this time, it is important that we take care of our family’s mental health – We are therefore sending regular updates to our parents offering support and advice from websites such as Child Mind and Mayo Clinic.

For those children who have an EHCP or other additional needs, support and differentiation of work has been and will continue to be provided via home school packs. Children with these needs have been added to age appropriate groups (Year Groups virtual learning) and are given additional work via Mathletics, Literacy Planet and Read Theory. Children who have 1-1 Supports are still receiving their lessons via virtual learning.

Parents will be reminded of whom to contact if they are concerned about a child's welfare or staff misconduct and all details you will find listed below.

### **Supporting Children Not in School**

Benedict House Preparatory 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 (Complete a Risk Assessment). The communication plans can include; remote contact, phone contact, door-step visits. Other individualised contact methods should be considered and recorded. Benedict House Preparatory 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. Benedict House Preparatory 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. Teachers at Benedict House Preparatory School need to be aware of this in setting expectations of pupils' work where they are at home.

Benedict House Preparatory 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.

As of the 22<sup>nd</sup> June 2020 there will be four bubbles educated at Benedict House. There will always be a Safeguarding Lead on site and all three names listed below will be available via mobile 24/7. The Benedict House cause for concern form is saved on OneDrive. If staff have any concerns about a child, including new concerns where children are returning please speak to one of the safeguarding leads.

As per the updated government guidance, Benedict House Preparatory School will now open to all pupils from Pre-School through to Year 6 as of 3<sup>rd</sup> September 2020. The school will continue to operate with phase group bubbles, comprising an EYFS bubble, Year 1 and 2 bubble, Year 3 and 4 bubble and a Year 5 and 6 bubble. If any cases of Covid-19 are identified then all those in the affected bubble will be required to go back to our home learning module for a period of two weeks, and continue to follow the guidelines as set out here. As stated above, if online learning resumes, all three designated safeguarding leads will continue to be available and cause for concern forms are available on OneDrive.

### **January 2021 Update**

As per the updated government guidance, Benedict House Preparatory School will now be open at the start of the Spring term 2021 for Pre-School and the children of key workers or who are vulnerable. If any cases of covid-19 are identified within this school bubble then a period of self-isolation for all those in contact will be initiated, and home guided learning will resume. A Designated Safeguarding Lead is available on site at all times, and for those children who are learning from home, all members of the Designated Safeguarding team are available for contact at any time.

**Concern about a child:**

Designated Safeguarding Lead (DSL):

James Perkins – 020 8300 7206

[James.perkins@benedicthousepreschool.co.uk](mailto:James.perkins@benedicthousepreschool.co.uk)

07759974105

Safeguarding Deputy (DDSL):

Craig Wardle (EYFS contact) - 020 8300 7206

[Craig.wardle@benedicthouseprepschool.co.uk](mailto:Craig.wardle@benedicthouseprepschool.co.uk)

07717104306

The Designated Safeguarding Lead (DSL) is a member of the Senior Leadership Team (SLT). If, in exceptional circumstances, the designated safeguarding lead (or deputy) is not available, staff should consider speaking to a member of the senior leadership team and/or take advice from local children's social care:

Bexley Council Safeguarding MASH Front Door – 0203 045 5440

Out of hours – 020 8303 7777

Or

LADO (Local Authority Designated Officer)

Liston Williams – 0203 045 3436 – [LADO@bexley.gov.uk](mailto:LADO@bexley.gov.uk)

Or – [childrens.triageteam@bexley.cjsm.net](mailto:childrens.triageteam@bexley.cjsm.net)

Headmaster - Craig Wardle (EYFS contact) - 020 8300 7206

[Craig.wardle@benedicthouseprepschool.co.uk](mailto:Craig.wardle@benedicthouseprepschool.co.uk)

07717104306

If absent; CS Group Safeguarding Governor and Chair of Governors, Viv Thompson,  
[Tel: 07957207138](tel:07957207138)

[vthompson@chatsworthschools.com](mailto:vthompson@chatsworthschools.com)

**Secondary Contact** Director/Governor, Graeme Delaney [Tel: 07774 291375](tel:07774291375)  
[gdelaney@chatsworthschools.com](mailto:gdelaney@chatsworthschools.com)

or:

LADO (Local Authority Designated Officer)

Liston Williams – 0203 045 3436 – [LADO@bexley.gov.uk](mailto:LADO@bexley.gov.uk)

### ***Concern about the Head***

Chairman of Governors, Vivianne Thompson, CS Group Safeguarding Governor and Chair of Governors, [Tel:07957207138](tel:07957207138)

or

LADO (Local Authority Designated Officer)

Liston Williams – 0203 045 3436 – [LADO@bexley.gov.uk](mailto:LADO@bexley.gov.uk)

**Child on Child Abuse** Benedict House Preparatory 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 child on child 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 multiagency partner required to ensure the safety and security of that young person. Concerns and actions must be recorded and appropriate referrals made.

**Online Safety in Schools** Benedict House Preparatory 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.

**Children and Online Safety Away from School** 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 Child Protection 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 as set out in the Schools code of conduct. Benedict House Prep 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.
- 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 should record, the length, time, date and attendance of any sessions held.

The above will be reviewed as and when Government advice changes.