

### **Addendum to Safeguarding and Child Protection Policy for Covid-19 outbreak**

There are two kinds of exceptional circumstances which apply during the Covid-19 outbreak, and for which consideration needs to be given to Safeguarding and Child protection:

- 1) Pupils engaging in remote learning from home and staff-pupil communications during this period of remote learning
  - 2) Staff supervising the children of key workers and vulnerable pupils who are HMS pupils, but may not be pupils with whom they are used to working
- 1) Pupils engaging in remote learning from home and staff-pupil communications during the period of remote learning**
- As teachers, we maintain the same level of professional conduct as if we were delivering face to face lessons, and expect the same standards of behaviour from pupils
  - Staff should use only professional and not private means of communication with pupils, e.g. school email accounts, Firefly, Microsoft Teams and Seesaw
  - Any material which is shared with pupils must only be shared within the HMS pupil body for the purpose of learning
  - Where there is live video or audio conferencing, staff and pupils should follow the Protocol for instrumental teaching/counselling/academic tuition sessions via videoconferencing. This has been circulated to staff and parents and is available at <https://www.habsmonmouth.org/online/pastoral-care/protocols-for-videoconferencing/>
  - If the behaviour of a pupil during a video conferencing session gives rise to a Safeguarding concern, the colleague conducting the session should report this to the relevant DSP immediately after the session.
  - Pupils will be accessing online content outside of the School firewall and therefore may be able to access unsuitable material, depending on the strength of the protection offered by their household filtering. A document has been sent to parents about this and other online risks during the period of home learning. This can be found at <https://www.habsmonmouth.org/online/pastoral-care/online-safety/>
  - Normal Safeguarding principles apply, i.e. if a member of staff has a concern, they should report it to the relevant DSP. Normally this will be done via MyConcern, but colleagues may contact the DSP via other methods if they feel more comfortable with this, or wish to have a conversation before making a MyConcern entry.
  - Tutors and Heads of year/Housemasters will be keeping in regular contact with the pupils in their charge. Tutors will contact pupils who are considered to be pastorally vulnerable more often than the rest of their tutees. Parents are encouraged to continue to contact the relevant pastoral staff with their concerns.
  - HMS have published advice and will continue to do so, encouraging wellbeing among pupils and staff during the period of remote learning.

Should any member of staff, pupil or parent have any safeguarding concerns during the period of remote learning the DSPs can be contacted on the following email addresses:

MB [dorman.simon@habsmonmouth.org](mailto:dorman.simon@habsmonmouth.org)

MG [rees.rachel@habsmonmouth.org](mailto:rees.rachel@habsmonmouth.org)

MPP [matt.wren@habsmonmouth.org](mailto:matt.wren@habsmonmouth.org)

**2) Staff supervising the children of key workers and vulnerable pupils who are HMS pupils, but may not be pupils with whom they are used to working**

- At any one time there will be a member of SMT from MG/MB and a member of SMT from MBP/MGP/MPP on duty, as well as colleagues from MB, MG and one of the Prep Schools. This ensures that there are enough colleagues with expertise in dealing with all the age groups of the pupils who are being supervised.
- Among the SMT members on duty there will be at least one colleague who is trained to level 3 in Safeguarding.
- Other level 3 trained SMT colleagues are available to give advice by phone, if needed.
- All teaching staff are Level 2 safeguarding trained.
- A poster will be provided for staff who are supervising the children of key workers, making it clear which SMT colleagues are level 3 trained and who to turn to for advice on Safeguarding matters. This poster will also give information on how to contact social services, in the event of a colleague who is not a DSP needing to do this.

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