

Safeguarding during the Coronavirus

Communication with parents and pupils whilst they are not in school:

- Form teachers to ring their parents and pupils weekly, if appropriate to speak with the child.
- If there is no answer make the DSLs aware and keep trying. If nothing on the second day DSLs to be informed who will make contact with Attend / VIP or the social worker or to call at the house to have sight of the pupil.
- Form teachers to record conversation on My Concern as a record that contact was made.
- Any immediate concerns to be shared with DSLs over phone call.
- Information on website, updated frequently.

Communication with parents pupils who are more vulnerable and may need mental health support:

- Vulnerable pupils and parents highlighted
- Twice weekly phone calls by Leadership team to check on well being of parents and pupils.
- If no contact made by second day Leadership to contact Attend / VIP or social worker or call to house to have site of pupil.
- Communication recorded onto My Concern
- Interpreters arranged for JM's family who are deaf (Tuesday mornings at 10.30am).
- Staff to report any mental health concerns to DSLs and Dr Juliet Shand.
- Dr Juliet Shand to have a list of pupils to communicate with via phone calls.
- Information about coping at home during this time to be shared with parents and staff.
- Information on website updated frequently.

Communication with Staff:

- Teams of staff to be divided up so key members of staff can ring them for Well Being calls weekly.
- Reminded that Dr Juliet Shand can be contacted.
- Raise concern with Dr Juliet Shand so contact can be made.
- TEAMS / Whatsapp group created for staff to keep in touch.
- Well Being information sent to staff.

Communication with outside support agencies including social workers and VSH:

- As no longer have access to the school, currently communication is via phone calls, emails, information on the website.
- Advice form Virtual Schools being taken – PEPs to be completed by schools without the meetings taking place.
- All LAC are on the vulnerable list and having twice weekly phone calls, maybe more if Dr Juliet Shand is involved.
- All CINs prepared for virtually – communication via social workers

Bereavement:

- School to contact family and offer support through services such as Dove, Winston's Wish, Grief Encounter or Childhood Bereavement Network
- Immediate support to be offered from Dr Juliet Shand Clinical Psychologist
- Educational Psychologist team to be contacted for advice of how to share information with parents and pupils of other families – their resource pack to be used.

- Close communication to be kept with the family.
- Social services if involved to be informed.