



Safeguarding Guidance - School Closure

Approved: January 2021

Reviewed: January 2021

Responsibility: SLT

Introduction

Ballakermeen High School is committed to ensuring the safety and wellbeing of all its students. For the principles of safeguarding, we continue to work to our Safeguarding Policy:

- The best interests of children will continue to come first
- If anyone has a safeguarding concern about any child, they should continue to act immediately in line with the established safeguarding policy and procedure
- The Designated Safeguarding Leads (DSLs) are available daily (contact details available on page 4)
- Safer working practices will be maintained
- Children should continue to be protected when they are online.

As students are using their own devices, at home, away from the usual checks of the school systems, the only realistic way of doing this is by raising awareness. A common-sense approach is required and simple information will be provided for parents and students on a regular basis. If you haven't already done so, we recommend that you register for the SIMS Parent App (called 'SIMS Parent' on the App Store. (Please check for an e-mail from 'Capita', including in your Junk email, or contact school on bhsenquiries@sch.im requesting a new link be sent to you).

Online Safety

- Online safeguarding concerns may arise for a number of reasons. In addition to intentional abuse, other reasons may include poor technical understanding or weak online security
- The School Acceptable Use Policy, signed by all users of school systems remains in force. All users must ensure that they are aware of and follow the procedures
- It is hoped that parents/carers will already be using some sort of filtering, either at a network or device level, to protect students from inappropriate content. Advice on how to do this can be found from the service provider or at <https://www.internetmatters.org/parental-controls/>
- Dialogue and discussion in the home is the most effective way of promoting online safety. Recognising that young people need privacy, whilst taking an interest in their online activity, is an important balance to strike
- The students must feel that they can talk to someone (parents/carers or teachers) if something goes wrong
- Parents/carers can use the following resources to help support keeping their children safe whilst online
 - <https://covid19.gov.im/health-wellbeing/are-you-ok/>
 - <https://www.gov.uk/guidance/covid-19-staying-safe-online>
 - <https://www.thinkuknow.co.uk/>
 - <https://parentinfo.org/>
 - <https://www.childnet.com/parents-and-carers/parent-and-carer-toolkit>
 - <https://www.internetmatters.org/>
 - <https://www.net-aware.org.uk/>
 - <https://www.saferinternet.org.uk/>



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Attendance

- Online registration will be carried out by Form Tutors using tutor Google Classroom. Students are expected to register once a day by answering a question posted by the form tutor at 8.50am each morning. A response is expected by 3.20pm on the same day. Persistent unexplained absences will be followed up by the school and, if required, the Education Welfare Officer.

Screen time

- Staff, students, parents and carers are going to be spending considerably more time online. The school will endeavour to focus on screen use rather than screen time. A balance of activities will be provided and this will be monitored as much as reasonably possible by tutors, Heads of Subjects/Faculties and SLT
- Technology is vitally important at the current time. However, we all need a break from it and guidance suggests that tech-free meal times and not having devices in bedrooms overnight are essential
- Staff should ensure that they also keep to a reasonable length of time to protect from screen time fatigue.

Peer-on-Peer abuse

- This can happen at any time, which includes peer-on-peer abuse taking place online and between family members, particularly at a time when social distancing guidelines are being followed
- Our Anti-Bullying and Safeguarding policies remain in operation and we will follow the principles set out in them
- Concerns should be raised with the Designated Safeguarding Lead on duty for that day.

Digital (or online) Channels

- The school uses the following:
 1. **School's website**
 2. **School email system:** students and staff should not use personal email addresses for school communication. Staff should also ensure that only the school email is used for communication with parents
 3. **Targeted communications:** InTouch and Parent App
 4. **Social media:** Facebook, Instagram and Twitter
 5. **Remote Learning provision:** Google Classroom or itslearning.

Student Voice

- Students will have contact with their tutors on a daily basis. This will give an opportunity to raise any worries or concerns
- Students are able to raise more sensitive issues via email to their tutor, Head of Year or Designated Safeguarding leads
- From time to time, SLT/ELT may survey students to gauge their views on a variety of issues.



Wellbeing

- In addition to daily contact with the tutor, Heads of Year will deliver an appropriate equivalent of their assembly fortnightly. This might be in the form of a video, "thought for the week", a slide presentation on a particular topic or a link to other material
- The listening service is continuing to provide support to students and can be reached via email: BHSlistening@sch.im. They are providing telephone, email and video conferencing support, when required
- Those students who receive additional learning support will be contacted by their key workers, or members of Learning Support Services to ensure that good working habits are being maintained.

Key Worker Children and Vulnerable Children

The Isle of Man Government has asked parents to keep their children at home wherever possible and has asked schools to remain open only for those children designated as "vulnerable" or are the children of "key workers". If it is possible for students to stay at home, they should.

- Provision for children of key workers will be located within Ballakermeen High School, including our Special Unit. This will only be a supervisory provision and work will still be completed online. Social distancing guidelines will be strictly enforced, as far as possible. The definition of a "key worker" is given by the Isle of Man Government (<https://covid19.gov.im/general-information/on-island-essential-worker-list/>). If a parent considers themselves to be a key worker and they need their child to attend school, please contact school on bhsenquiries@sch.im. If working patterns or other circumstances mean that students only need to be supervised for some days/times, please include this information
- Similarly, supervisory provision for vulnerable children (those who are 'looked after', those whose families are working with Social Care, or those working with EHAS) is also available within Ballakermeen High School. Please contact school using the above e-mail address
- There will always be a Designated Safeguarding Lead available. The DESC receives the staff rota so they are aware of who is our DSL on a daily basis should the need arise for contact.

Guidance for Staff

- Staff must maintain the same professional boundaries online that they would offline. The Staff Code of Conduct remains in force
- It is essential to follow the Acceptable Use Policy and E-Safety Policy

Do not:

- Seek to communicate or respond to contact with students outside the purposes of school work
- Give out personal details
- Discuss or share data relating to students in social media groups
- Take images of students
- Make recordings of disclosures



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It is important to:

- Only use school email addresses and accounts
- Ensure that language is professional and appropriate
- Take care to ensure that any teaching/learning software and/or platforms are suitable for the age groups and raise no privacy issues; or breach the providers' terms and conditions (for example, no business use of consumer products). Be aware that social media sites such as YouTube and Instagram require users to be 13 years of age to hold an account
- Communicate with the Head of Years any interactions that are not appropriate or conducive to learning which will be discussed further with Key Stage Leaders and or DSL/Deputy Head Teacher for pastoral responsibilities where appropriate.

Guidance for Parents/Carers

- <https://www.internetmatters.org/> for support for parents & carers to keep their children safe online
- <https://www.lgfl.net/online-safety/default.aspx> London Grid for Learning - for support for parents and carers to keep their children safe online
- <https://www.net-aware.org.uk/> Net-aware - for support for parents and carers from the NSPCC
- <https://parentinfo.org/> Parent info - for support for parents and carers to keep their children safe online
- <https://www.thinkuknow.co.uk/> Thinkuknow - for advice from the National Crime Agency to stay safe online
- <https://www.saferinternet.org.uk/advice-centre/parents-and-carers> UK Safer Internet Centre - advice for parents and carers
- <https://www.saferinternet.org.uk/helpline/report-harmful-content>
- <https://educateagainsthate.com/>
- <https://www.gov.im/about-the-government/departments/education-sport-and-culture/education-improvement-service/safer-schools/>
- <https://www.ceop.police.uk/safety-centre/>
- <https://www.anti-bullyingalliance.org.uk/tools-information/if-youre-being-bullied/find-help-and-support>
- <https://www.themix.org.uk/>

Key Contacts

- The Designated Safeguarding Lead is: Debbie Evans - email deborah.evans@sch.im
- The Deputy Designated Safeguarding Lead to contact in their absence is:
Tracey Harrison – email tracey.harrison@sch.im
or Sian Karran – email sian.karran@sch.im
- The Deputy Head Teacher for Pastoral, with responsibility for overseeing child protection matters is Melissa Lines – email melissa.lines@sch.im
- Social Services Children & Families Division: Duty Social Worker: 01624 686179