

Online Safety Appendix (October 2020)

Safeguarding Pupils and Teachers Online

“Keeping pupils and teachers safe during remote education is essential” DfE Guidance on Safeguarding and remote education during coronavirus (COVID-19), Oct 2020.

This appendix to the existing Online Safety policy provides guidance as to how Red Oaks intends to keep staff and children safe during time when remote learning is required.

Red Oaks Primary school has created a set of protocols for all stakeholders to adhere to in the event of remote learning. The protocol document is attached to the appendix.

In addition to this:

- All lessons will be pre-recorded and quality assured by a member of SLT before being posted onto the schools private YouTube channel.
- The channel is not searchable and only accessed via link. These links will be sent to parents via the school’s communication portal Class Dojo and through the school website. There will be no live lessons.
- Teachers will only record lessons on a school laptop. The school laptop will connect to the school network via a Virtual Private Network (VPN). The VPN provides all filters and restrictions for the device that are in place in school.
- In recording lessons, it is hoped to minimise the amount of screen time each child has each day. It will also allow for flexibility in timetabling for each individual household.

Red Oaks Primary School Blended Learning Protocols

In the event of a partial or full closure Red Oaks Primary School will continue to provide blended learning for all those affected. This guide explains the protocols that staff, parents and children must follow.

In line with government guidance and our safeguarding policy this blended learning protocol sheet will provide staff, parents and children with a list of do's and don'ts. Our aim is to provide clarity of expectation during periods of blended learning as well as keeping all children safe.

Teachers

- Will provide online curriculum content that is relevant and allows children to progress
- Lessons will be adopted where necessary to address any misconceptions in learning that may have arisen during the week
- Will display the same standards of dress and conduct that they would in the real world
- Will acknowledge children's learning via Class Dojo and comment where necessary to take learning forward.
- Will not communicate to parents or children later than 4pm.
- Will contact anyone who is not regularly participating in the online learning via telephone call to check in. Teachers will be able to identify these children via Class Dojo. If the lack of participation is considered as a possible safeguarding concern, this will be reported by the member of staff involved to a member of the school's safeguarding team.
- Senior Leaders will quality assure online learning lessons
- Senior leaders will oversee the uploading of the online lessons and make sure this is done in a timely manner
- Senior leaders will support staff and parents with any concerns or safeguarding incidents that may arise.

Parents

- Will communicate through Class Dojo or via year group emails. If the communication is sent later than 4pm then the teacher will respond the next working day.
- Will post their child's work online via Class Dojo- this will then be acknowledged by the class teacher.
- Try to establish a routine for their child. This may look different in each household. Because lessons are recorded, this gives more flexibility with learning time.

Children

- Be ready to learn at the start of the online lesson. Make sure the right equipment is available eg pens, pencils paper etc
- Make sure the location for remote learning is comfortable and appropriate. Remote learning should take place, where possible, in a 'shared' area of the home.
- Try to access the lessons at the same time everyday – a routine is very important, just like being in school. Everyone's routine may not be the same.
- Try to take regular exercise and eat a balanced diet
- Try to always have a good night's sleep
- Share any worries/difficulties arising from the remote learning with a trusted adult in the home.

Information and support (taken from Keep Children Safe in Education September 2020)

There is a wealth of information available to support schools, colleges and parents/carers to keep children safe online. The following list is not exhaustive but should provide a useful starting point:

Advice for governing bodies/proprietors and senior leaders

- 🔗 [Childnet](#) provide guidance for schools on cyberbullying
- 🔗 [Educateagainsthate](#) provides practical advice and support on protecting children from extremism and radicalisation
- 🔗 [London Grid for Learning](#) provides advice on all aspects of a school or college's online safety arrangements
- 🔗 [NSPCC](#) provides advice on all aspects of a school or college's online safety arrangements
- 🔗 [Safer recruitment consortium](#) "guidance for safe working practice", which may help ensure staff behaviour policies are robust and effective
- 🔗 [Searching screening and confiscation](#) is departmental advice for schools on searching children and confiscating items such as mobile phones
- 🔗 [South West Grid for Learning](#) provides advice on all aspects of a school or college's online safety arrangements
- 🔗 [Use of social media for online radicalisation](#) - A briefing note for schools on how social media is used to encourage travel to Syria and Iraq
- 🔗 UK Council for Internet Safety have provided advice on [sexting-in-schools-and-colleges](#) and [using-external-visitors-to-support-online-safety-education](#)

Remote education, virtual lessons and live streaming

- 🔗 [Case studies](#) on remote education practice are available for schools to learn from each other
- 🔗 [Departmental guidance on safeguarding and remote education](#) including planning remote education strategies and teaching remotely
- 🔗 [London Grid for Learning](#) guidance, including platform specific advice
- 🔗 [National cyber security centre](#) guidance on choosing, configuring and deploying video conferencing
- 🔗 [National cyber security centre](#) guidance on how to set up and use video conferencing

- 🔗 [UK Safer Internet Centre](#) guidance on safe remote learning

Support for children

- 🔗 [Childline](#) for free and confidential advice
- 🔗 [UK Safer Internet Centre](#) to report and remove harmful online content
- 🔗 [CEOP](#) for advice on making a report about online abuse

Parental support

- 🔗 [Childnet](#) offers a toolkit to support parents and carers of children of any age to start discussions about their online life, to set boundaries around online behaviour and technology use, and to find out where to get more help and support
- 🔗 [Commonsensemedia](#) provide independent reviews, age ratings, & other information about all types of media for children and their parents
- 🔗 [Government advice](#) about protecting children from specific online harms such as child sexual abuse, sexting, and cyberbullying
- 🔗 [Government advice](#) about security and privacy settings, blocking unsuitable content, and parental controls
- 🔗 [Internet Matters](#) provide age-specific online safety checklists, guides on how to set parental controls on a range of devices, and a host of practical tips to help children get the most out of their digital world
- 🔗 [Let's Talk About It](#) provides advice for parents and carers to keep children safe from online radicalisation
- 🔗 [London Grid for Learning](#) provides support for parents and carers to keep their children safe online, including tips to keep primary aged children safe online
- 🔗 [Lucy Faithfull Foundation StopItNow](#) resource can be used by parents and carers who are concerned about someone's behaviour, including children who may be displaying concerning sexual behaviour (not just about online)
- 🔗 [National Crime Agency/CEOP Thinkuknow](#) provides support for parents and carers to keep their children safe online
- 🔗 [Net-aware](#) provides support for parents and carers from the NSPCC and O2, including a guide to social networks, apps and games
- 🔗 [Parentzone](#) provides help for parents and carers on how to keep their children safe online
- 🔗 [Parent info](#) from Parentzone and the National Crime Agency provides support and guidance for parents from leading experts and organisations
- 🔗 [UK Safer Internet Centre](#) provide tips, advice, guides and other resources to help keep children safe online

