

Safeguarding Policy addendum whilst Distance Learning measures are in place

Whether teaching physically in classrooms or remotely via the web, our Safeguarding duty of care remains the same. The majority of Safeguarding concerns are already addressed in the school's main Safeguarding and Child Protection policy, but in keeping with government recommendations we wish to state the following points.

- The Designated Safeguarding Lead and the Deputy DSL remain the first points of contact for any Safeguarding concerns that staff or parents may wish to raise. The DSL is Martin Back, the Deputy Headmaster (deputyhead@sussexhouseschool.co.uk, Tel. 07702 300166) and the Deputy DSL is Annabel Abbott, Head of Lower School (aa@sussexhouseschool.co.uk, Tel. 07798 866429). Anyone wishing to raise concerns should do so immediately they occur.
- Whilst the opportunities for spotting signs of abuse will be limited during the Distance Learning programme, staff are encouraged to remain vigilant and to refer to both the advice in the main policy and that contained in Keeping Children Safe in Education 2020.
- The procedures for raising Safeguarding concerns about a member of staff remain the same as in the main policy.
- During the period of Distance Learning all communications between teachers and pupils should take place via the school's designated 'Teams' platform (including lessons, setting of prep, submission of prep and returning of marked work), or through the school email accounts of both the pupils and staff, unless expressly authorised by a member of the school's senior management. Staff should not be communicating with pupils from personal email accounts.
- Prior to starting a remote teaching session, staff should ensure all other applications on their computers are closed and that all teaching materials (especially video clips) have been vetted prior to broadcast. If broadcasting, staff should also ensure that the physical environment and background for the broadcast are appropriate and professional. Staff should refrain from making any comments in reference to a pupil's location or video background.