

## Response to COVID-19 Tier 5 Lockdown

There have been significant adjustments within our setting in response to the continued threat of the Covid 19 pandemic. The majority of our young people are now at home and teaching and learning is taking place remotely and staffing is likely to be significantly affected through illness and self-isolation.

Despite the changes, the college's Child Protection Policy is fundamentally the same: **children and young people always come first, staff should respond robustly to safeguarding concerns and contact the DSL in line with our established safeguarding procedure.**

This annex sets out some of the adjustments Brockenhurst College are making in line with the changed arrangements in the college and following the most recent advice from government and local agencies.

## The current college position and local advice

Brockenhurst College is currently closed to students, who are now working remotely, and following their timetables with a remote learning adjustment. All students have access to the necessary MS TEAMS software and IT equipment, or are in the process of being equipped, so that they can access their learning. All vulnerable students and those with EHC plans are being closely monitored following advice and any updated guidance received from safeguarding partners, including advice received from local authorities regarding children with education, health and care plans (EHCPs) and the local authority designated officers. Some vulnerable students and those children of key workers are able to access the college site to study.

The pressures on children, young people and their families at this time are significant. There will be heightened awareness of family pressures for a variety of reasons including through having to stay within the household, financial hardship or health anxiety. These areas should be considered in terms of setting any work for students to undertake at home (including recognising the impact of online learning and the ability to access online resources). Staff may be aware of the mental health of both students and their parents or carers, and should refer to safeguarding about any emerging concerns.

## Vulnerable Students

Risk assessments are in place for all vulnerable students. We have looked at all children with EHCPs, Looked after Children, (LAC) care leavers, and those living independently or with significant mental health issues. Also those on Child Protection, or Child in Need plans, and those with an attached Social Worker.

We have put in place specific arrangements in respect of the following groups:

- **For children who are Looked After Children and Care Leavers** – all to be contacted at least weekly via telephone and monitored regarding safety, situation at home, and access to and engagement with teaching and learning. To be recorded on EMILY.



- **For student's subject to a Child Protection Plan and Child In Need Plan, and who have, or have had, an allocated social worker:** – all to be contacted at least weekly via telephone and monitored regarding safety, situation at home, and access to and engagement with teaching and learning. To be recorded on EMILY. In agreement with the family and social worker.
- **For students with an EHCP** – will be regularly contacted by their support worker or LSAs as required via telephone and monitored regarding safety, situation at home, and access to and engagement with teaching and learning. To be recorded on EMILY. As agreed with student, parent/carers. Support can be delivered through individual arrangements based on curriculum activity.
- **For students on the edge of social care involvement or pending allocation of a social worker, or identified as high risk, including mental health issues** – More children may be added to this group in response to concerns raised with the DSL. All will be contacted at least weekly via telephone and monitored regarding safety, welfare, situation at home, and access to and engagement with teaching and learning. To be recorded on EMILY.
- Each of these children has an individual **risk assessment** for their situation.

NB Contact will be made remotely through telephone calls, MS TEAMS or other appropriate methods may be used.

The risk assessments in respect of each student in these groups state how often they are to be reviewed.

## Reporting arrangements

The college arrangements continue in line with our child protection/safeguarding policy.

**To report a Safeguarding issue in an emergency during Covid-19 closure, all direct telephone mobile numbers for the below can be found under the Safe@Brock area of e.Brock**

**The Designated Safeguarding Lead is:**

Dominic Chapman: [dchapman@brock.ac.uk](mailto:dchapman@brock.ac.uk)

**The Deputy DSL's are:**

Lee Melville [lmelville@brock.ac.uk](mailto:lmelville@brock.ac.uk)

Ann Johnson [ajohnson@brock.ac.uk](mailto:ajohnson@brock.ac.uk)

Judith Munro [jmunro@brock.ac.uk](mailto:jmunro@brock.ac.uk)

Limor Feingold [lfeingold@brock.ac.uk](mailto:lfeingold@brock.ac.uk)

Maggie Hussey: [mhussey@brock.ac.uk](mailto:mhussey@brock.ac.uk)

The college's approach ensures the DSL or a deputy is always available. Members of the Senior Management Team are DSLs and a member of the SMT will be on site at all times.

Please call **01590 625503** in the first instance, and if required refer to Safe@Brock on e.Brock

We will be operating during normal business hours, 8.30am – 5.00pm (Mon – Fri)



Staff will continue to follow the Safeguarding procedures and advise the safeguarding leads immediately about concerns they have about any child, whether in college or not. COVID-19 means a need for increased vigilance due to the pressures on services, families and young people, rather than a reduction in our standards. Please continue to log confidential comments as you normally would on EMILY.

Normal safeguarding procedures apply for referrals to children’s services. This contact will go through a member of the safeguarding team (listed above) who will follow appropriate measures in seeking the appropriate and necessary support.

N.B Staff safeguarding responsibilities remain when working remotely. Please report any concerns via EMILY in the usual way and email to [safe@brock.ac.uk](mailto:safe@brock.ac.uk)

If you have concerns out of hours the following advice should be followed:

1. Out of hours’ emergency safeguarding contacts

Life threatening situation:

- Ring for an ambulance and/or contact the police on 999 or 101 non-emergency
- If you think a child, young person or vulnerable adult is being abused or mistreated or you have concerns about a child young person or vulnerable adult’s well-being you should call and speak to someone at one of the following numbers:

Agency	Contact	Details
Bournemouth, Christchurch & Poole – Multi Agency Safeguarding Hub (MASH)	Public and professionals line: 01202 735046	Out of hours (public and professionals line): 01202 738256
Dorset - Children's Advice and Duty Service Professionals Number: This is a professionals-only number	Dorset Families and Members of the Public: 01305 228866	Professionals line: 01305 228558
Hampshire MASH	Telephone line for members of the public: 0300 555 1384	Out of hours (public and professionals): 0300 555 1373 Professionals line: 0300 5551381
Southampton MASH	Telephone number for members of the public: 023 8083 3336	Out of hours: 023 8023 3344 Professionals Line: 023 8083 200
Wiltshire MASH	Public and professionals line: 0300 4560108	Out of hours (public and professionals): 0300 456 0100

## Allegations or concerns about staff

With such different arrangements young people could be at greater risk of abuse from staff or volunteers. We remind all staff to maintain the view that 'it could happen here' and to immediately report any concern, no matter how small, to the safeguarding team.

Any staff or volunteers from outside our setting will complete an induction to ensure they are aware of the risks and know how to take action if they are concerned.

We have confirmed the arrangements to contact the LADO at the local authority remain unchanged:

Mark Blackwell [mark.blackwell@hants.gov.uk](mailto:mark.blackwell@hants.gov.uk) Land line 01962 876364 (team) 01962 847005 (direct)

The DSL will undertake a risk assessment in respect of any new information received, considering how risks will be managed and which staff need to know about the information. This will be recorded on our safeguarding recording system.

## Peer on peer abuse

We recognise the potential for abuse to go on between young people, especially in the context of a college closure. Our staff will remain vigilant to the [signs of peer-on-peer abuse](#), including those between young people who are not currently attending. Extra care should be taken when making contact with these families our staff will ask about relationships between learners.

## Risk online

Young people will be using the internet more during this period. The college will also use online approaches to deliver training or support. Staff will be aware of the signs and signals of [cyberbullying](#) and [other risks online](#) and apply the same child-centred safeguarding practices as when children were learning at the school.

- The college continues to ensure [appropriate filters and monitors are in place](#)
- Our governing body will [review arrangements](#) to ensure they remain appropriate
- The college has policies in place for safe remote learning and guidance for safer working practices. We have reviewed the code of conduct and information sharing policy accordingly (Sent out by Dominic Chapman to all staff, students and parents/carers)
- Staff have discussed the risk that professional boundaries could slip during this exceptional period and have been reminded of the college's code of conduct and importance of using college systems to communicate with children and their families.
- Parents and carers have received information about keeping children safe online with peers, and the college.
- Free additional support for staff in responding to online safety issues can be accessed from the [Professionals Online Safety Helpline at the UK Safer Internet Centre](#).

## Online Teaching and Learning

Student and Parent guidance for remote online learning via video conferencing:

As the college reverts to delivering learning via videoconferencing technology (MS TEAMS) it is important that appropriate rules and standards are put in place and are clear. Guidelines for students and parents are in place to ensure that everyone can benefit from learning using these technologies in a safe and effective manner.



Online learning should be considered an extension of classroom learning, and as such the college expects students to adhere to the college code of conduct at all times.

In addition, students should:

- Arrive on time and be ready for learning.
- Be dressed appropriately.
- Are in a place suitable for learning free from external noise and distractions as much as possible.
- Ensure that there is nothing offensive in nature that might be able to be seen from your webcam. Students are reminded that it will be possible for the lecturer and other participants to see them when using video conferencing.
- Ensure they are using appropriate language and behaviour as they would in a normal classroom.
- Students should have their camera and microphones off by default. This will allow everyone to learn without the risk of distracting background noise or camera activity. These can be switched on when needing to ask a question or interact with others.

1-1 Tuition via video conferencing.

There may be times when it is appropriate for a student and a member of staff to have a 1-1 video conference. An example of this might be a foreign language oral tutorial, or to work through assignment feedback. As students under the age of 18 are still classed as children, to ensure the safety of all participants the following additional rules will apply:

The lecturer will:

- Ensure that their line manager is made aware in advance that they will be working 1-1 with the student in this way, and that they have a schedule of calls.
- Inform both the student and the parent in advance that 1-1 support will be taking place.
- Ensure that the call is recorded, and that parents and students are informed of this in advance. This is to ensure the safety of both the student and the lecturer, the recording will not be shared or used in any other way.
- Request that a parent is present or nearby during the call and, if possible, speak with the parent at the beginning and end of the call.  
If a parent is not able to be present, ensure that they have a confirmation from a parent that they are happy for the call to go ahead before proceeding.

## Attendance

The college is following the [attendance guidance issued by government](#). The risk of COVID-19 **does not override** the duty on the college to ensure children and young people are safe.



## Mental Health

Restrictions to movement and contact with other people means pupils are more likely to be at risk of mental health problems. Individual colleges should make pupils and their families aware of where further support can be found. The Department for Education have produced guidance to support parents:

<https://www.gov.uk/government/publications/covid-19-guidance-on-supporting-children-and-young-peoples-mental-health-and-wellbeing/guidance-for-parents-and-carers-on-supporting-children-and-young-peoples-mental-health-and-wellbeing-during-the-coronavirus-covid-19-outbreak>

The following organisations can also provide support:

[www.kooth.com](http://www.kooth.com) – Free online emotional wellbeing and counselling with self-help articles

<https://www.mind.org.uk/information-support/coronavirus-and-your-wellbeing>

<https://www.mind.org.uk/information-support/helping-someone-else/>

Calm Harm App – A phone app providing help for those who use self-harm as a coping strategy;  
<https://calmharm.co.uk/>

A wide range of resources can be found on Brockenhurst College website, under ‘Support’  
<https://www.brock.ac.uk/the-college/support/>

## Parents and Carers

Parents and carers will have received information about keeping students safe online with peers, the college, other education offers they may have access to and the wider internet community. We have set out the college’s approach, including the sites students will be asked to access and set out who from the college (if anyone) their student is going to be interacting with online.

Free additional support for staff in responding to online safety issues can be accessed from the Professionals Online Safety Helpline at the UK Safer Internet Centre.

This policy has been remotely approved by Governors written resolution dated 7<sup>th</sup> July 2020 and is available on the college website at <https://www.brock.ac.uk/>