



Safeguarding Protocol for Working with Students Online



Lead professional: Leonie Berry	
Policy agreed by SEND Supported Partners	
Date policy agreed: 06/01/21	Review date: Jan 2024

1. POLICY STATEMENT AND PRINCIPLES

- 1.1 From time to time, it may not be possible for a pupil to be in school to work with a SEND Supported consultant. In this eventuality, SEND Supported and the school SENCo may discuss the value of working remotely with the pupil at home, via Teams/Zoom/Skype. Work will be agreed in principle with an identified learning outcome and the school Designated Safeguarding Lead (DSL) will be informed.
- 1.2 The SENCo will make contact with the parent/carer to explain and endorse the proposed session/s and will send home a copy of the SEND Supported Privacy Notice and Consent Letter, if consent is not already in place. [Privacy Notice and Consent Letter](#)

2. SAFEGUARDING MEASURES WHEN WORKING REMOTELY WITH A PUPIL

- 2.1 Written parent agreement will be provided prior to the first session.
- 2.2 Working will be in keeping with Warwickshire Safeguarding arrangements for all Warwickshire schools during COVID-19 school closures, Effective from w/b 23rd March 2020.
- 2.3 A parent/carer will be at home and close by.
- 2.4 No staff member should use their own ICT or telephone equipment; or private message children.
- 2.5 Staff will use only SEND Supported designated laptops/ipads to video conference.
- 2.6 All usual school policies will be followed, including the child protection, staff behaviour and ICT acceptable use policies.
- 2.7 The SEND Supported consultant will update the SENCo after each session.