



Halliford
School
SHEPPERTON

Pastoral Support Plan During the Coronavirus Pandemic

January 2021

Contents

Objectives	2
Rationale	2
Medical Advice.....	2
Information for parents and staff when a child is absent but the school remains open	2
Keeping us informed	3
Completing Work	3
Vulnerable Students.....	3
Information for Parents and Staff in the event of a whole school closure.....	1
Safeguarding	1
Health and Wellbeing	2

Objective

- To provide ongoing pastoral support to students who are off school due to Coronavirus while the school is still open
- To provide ongoing pastoral support to students in the event of a whole school closure
- To provide ongoing pastoral support to families where students are off school while the school is still open and/or in the event of a whole school closure.

To outline the opportunities for staff delivering pastoral support in the above scenarios

Rationale

We take great pride in our outstanding pastoral care at Halliford School and we aim to continue delivering excellent pastoral support during the current Coronavirus pandemic. For this purpose, this document will outline what support students, parents and staff should reasonably expect in two scenarios: either when a child is at home in self-isolation and the school remains open or when the school is forced to close temporarily and all staff/students are required to be at home. We know that providing a personal touch is the key difference between a school and an online learning environment so this document will detail how we are going to ensure that we do all that we can to keep the Halliford community as in touch as possible for you all during these difficult times.

This document works in conjunction with the Remote Learning Policy and Guidance on Remote Learning (January 2021)

Medical Advice

For up-to-date medical advice please use these websites and follow government guidelines on self-quarantining and self-isolating. These websites update and if any further resources are added we will let you know as soon as possible.

<https://www.gov.uk/government/topical-events/coronavirus-covid-19-uk-government-response> <https://www.nhs.uk/conditions/coronavirus-covid-19/>

Information for parents and staff when a child is absent but the school remains open

Absence

When considering attendance in school at the start of the Spring term, please follow the government and school guidance carefully. There will be situations where students need to self-quarantine or self-isolate either because they have symptoms or a family member has symptoms of Coronavirus. It is important that your child does not attend school if they or any members of their family have any symptoms of coronavirus. Please follow the usual procedure for notifying the school of absence by either emailing reception@hallifordschool.co.uk or telephoning in on 01923 223593

Keeping us informed

If you or your child are either develop symptoms or end up being hospitalised and tested for Coronavirus, please do let the school know so that we can provide care and compassion for you at what could be a very difficult time. We will then follow the necessary PHE guidance in managing this news.

Please email the following staff:

Year 7	Miss Foster	helen.foster@hallifordschool.co.uk
Years 8 – 11: Heads of Houses	Desborough	vincent.harden-chaters@hallifordschool.co.uk
	Greville	darren.howard@hallifordschool.co.uk
	Russell	matthew.shales@hallifordschool.co.uk
	Wadham	jackie.butler-smith@hallifordschool.co.uk
Sixth Form	Mr MacLean	headofsixthform@hallifordschool.co.uk

It would also be incredibly helpful if you could also copy into your email, Mr Bown and I just in case any of our colleagues happen to be affected themselves:

Senior Deputy Head	Mr Bown	deputyheadpastoral@hallifordschool.co.uk
Headmaster	Mr Davies	headmaster@hallifordschool.co.uk

Completing Work

It is important that all students complete as much work as they can during a period of self-isolation or school term time closure. Exam classes should try to complete work to the best of their ability in order to be fully prepared for the summer examinations, if they are unable to be in school physically.

Work for students will be set and taught using Microsoft Teams in conjunction with our Remote Learning Policy, however, we do not want students to be online constantly at times like this, it is important to strike a balance between staying on top of work and achieving good wellbeing – see the Health and Wellbeing section below for more guidance on this.

Vulnerable Students

All of our community is made more vulnerable during times like this, but some students are more vulnerable than others for a variety of reasons. These children will still have access to the adults who care for them at school, even if they are in self-quarantine or self-isolation at home.

If your child usually sees our School Counsellor but cannot due to being off school, they will be able to access this counselling online. This will be calendarized through Teams by Mr Bown (DSL) at given times during either Thursday or Friday. Students will be able to have an online video meeting with the Counsellor, or use the chat function through this Team, should they prefer. This is in line with our Remote Learning Policy (January 2021) and Guidance on Remote Learning Document (January 2021).

Other pastoral support systems will be in place as follows:

Tutors

1. Will send a personal tutor group message at the start of the week offering support, and letting the students know that they will meet them online via their tutor group team each morning between 8.40 and 8.50 using the post facility for any questions / comments between tutes.

2. Will pick up on anyone who has not been regularly completing work or misusing the system and use this opportunity to pick up any issues arising. This includes emailing the student, and/or calling parents where necessary.
3. Will respond to parental emails as usual and act as the first point of contact for parents of children within their tutor group.

Heads of House / Head of Year 7 / Head of Sixth Form

1. Will oversee student engagement with remote learning, intervening and escalating as appropriate.
2. Will proactively liaise with parents in their area to provide the personal touch.
3. Will work closely with students of concern in multiple subjects, provide the personal touch and closely oversee that they are completing their work.
4. Will deal with any reports of misuse of the system promptly.

SENCO

1. Will connect with parents and/or students (every other week) on the SEN register to check how they are coping with the home learning.
2. Will coordinate the TAs to reach out to students/staff and provide guidance / feedback as necessary.

Information for Parents and Staff in the event of a whole school closure

If the school has to close fully due to the Coronavirus pandemic, we are determined to continue providing excellent pastoral care for your child and your family, as outlined above. Children and families will have access to a member of the pastoral team and conversations can take place by email or MS Teams. However, safeguarding is our priority so please read below for measures that will be put in place to ensure that everyone in our community stays safe.

Safeguarding

All staff and parents are asked where possible to communicate via email. Any staff member phoning your home will be using a school mobile phone and not their personal phones for safeguarding reasons. Likewise, a member of staff will not call students on their mobile but will call the student's parent on their landline or parent mobile telephone first and ask permission to speak to the student.

Students will be asked to use Microsoft Teams to communicate with teachers in a conference call with the class.

If students are using Microsoft Teams to communicate with teachers in a video conference call, both students and staff must be appropriately dressed. The video call must take place in a suitable location in both party's residence i.e. not bedrooms or bathrooms, and staff are not to reveal their address to students or arrange to meet students face-to-face. For further details, please see Guidance on Remote Learning document (January 2021)

Microsoft Teams is to be used responsibly and for school business only. It is not to be used as a chat room or a place for students to pass inappropriate comments; it is to be used as a tool to enhance teaching and learning during the period of school closure. If students misuse this facility they will be sanctioned in the usual way following the school's Behaviour Policy. If a student has concerns about the way other students or staff are using this facility they must pass concerns on to their form tutor and in the case of any Safeguarding concerns to Mr Bown who is the Designated Safeguarding Lead: (deputyheadpastoral@hallifordschool.co.uk)

Health and Wellbeing

In a time of uncertainty, it is natural for anxiety and stress levels to increase. Your child may be worried about their health, your health and the health of any elderly relations and friends. If they are due to sit public examinations this summer, they are likely to be worried about this process too. They may also be worried about whether any big events such as family holidays, birthdays, weddings and festivals will be able to go ahead. Talking is the best way to help tackle anxieties so please as a family take a calm and measured approach when discussing Coronavirus and its impact with your children.

Here are some top tips taken from the NESCA website in relation to how you can support your child during a period of self-isolation or in the event of a whole school closure:

Routines: We know that boys thrive on routine but it is going to be difficult for them and for families to keep a sense of routine and this is why we are aiming to run a normal school timetable for families with work set on MS Teams. Consider keeping your child's regular morning and bedtime routines, sitting down for lunch at the same time as they do at school, and writing out a daily schedule so that they know the plan for the day. Copies of their timetable can be found on the Parent Portal in case of any queries. Keeping these small things consistent can help our children to feel regulated, calm and make a potentially scary situation feel much more predictable.

Use Screens Wisely: Many parents will no doubt be working from home and have significant to-do lists of their own.

- Ensure your child has the opportunity to watch educational documentaries and programmes to enhance their learning rather than Disney films or Netflix series once they have completed the work set by teachers.
- Avoid having the news on a loop because this will only increase stress levels.
- Consider using mindfulness apps such as 'HeadSpace' or 'Calm' to give your child the opportunity for daily stillness.

Tasks set by staff will vary to try and keep boys engaged in their learning.

Finding time to keep in touch with friends will also be important, although this is a skill I suspect our students are rather good at already! Halliford is a school where we teach our students to be good team players and resilient and I suspect that we will emerge from this current situation with a much stronger sense of who we are both individually and collectively. Please be assured that we will seek out creative ways to support everyone.

Move Your Body: While getting outside for some fresh air is the ideal way for our children to move their body, this may not be an option if you don't have a private garden. However, the latest guidance seems to suggest that as long as people remain at least 2 metres apart we can go outside to exercise. There are plenty of websites and videos with tutorials for doing yoga, stretching or other types of movement at home. The NHS has published a list of resources to help in this regard: <https://www.nhs.uk/live-well/exercise/easy-low-impact-exercises/>

The PE department will be setting up a variety of activities for students during their PE lessons but we are advising that students should use their usual games lessons to get outside and enjoy some fresh air where possible.

Bolster Life Skills Education: The process of teaching our children to become well-rounded young people starts at birth. Consider spending this time teaching some age-appropriate skills in the home:

have your child help with the process of doing a whole load of laundry from start to finish, work through a recipe for dinner together, do some gardening together or get them involved in other household activities that they perhaps haven't been able to do before. All of these experiences help a child to understand their future role as independent adults.

Get Creative: Perhaps now is the time to read that novel that's been sitting on your bookshelf for ages or indeed write that novel you've always dreamed of. How about embarking on a mini extended project where you research something you've always wanted to find out more about. This could also be the opportune time to create a piece of art, sculpture, a new musical instrument or take up the dying art of knitting. It's also okay to be bored – it will force your child to be a creative thinker and not just automatically reach for their screens!

Work as a Community: All tutor groups will have a Team to share experiences and ideas with their tutor and it would be wonderful to see and celebrate new and exciting ideas that might come out of this whole experience. Please do continue to share your stories with us and we will do our best to share ideas with the wider school community.

Other sources of support

It may be that your child needs a little extra support right now; they are not alone. Since January last year, Child Line has delivered more than 300 counselling sessions to children worried about Coronavirus. If your child would like to talk to someone independent, encourage them to do so. At Halliford School we are a community that talks openly and honestly about the importance of mental health and we feel strongly that it is important for your child to feel that have people they can share their worries, concerns or fears with at a time of need. You and your child may find some of these numbers helpful:

- Child Line – 0800 1111 24 hours
- The Samaritans – call 116 123 24 hours a day
- Anxiety Alliance – call 0845 296 7877 10am-4pm Monday-Friday
- Young Minds – Text YM to 85258; Parents' Helpline: 0808 802 5544

Useful Websites

www.nspcc.org.uk

www.bigwhitewall.com

www.crucial-crew.org

www.internetmatters.org

www.childline.org.uk

www.youngminds.org.uk

www.thinkuknow.co.uk

www.net-aware.org.uk

www.childnet.com

www.mind.org.uk

www.teenissues.co.uk

www.anti-bullyingalliance.org.uk

www.saferinternet.org.uk

www.bbc.co.uk/webwise/topics/safety-and-privacy

www.childrensociety.org.uk/mental-health-advice-for-children-and-young-peop