



Dartmoor
MULTI ACADEMY TRUST

Establishment name:

Trust Schools

Initial Assessment

Review

Following Incident

Date of Initial Assessment: 25 January 2021

Assessor(s): N McDermott

Date of Review:

Assessor(s):

Activity/Task/Process/Equipment

REMOTE LEARNING

Significant hazard	Who/what is at risk?	Risk			Control measures in place
		L	S	R	
ALL HAZARDS	ALL IDENTIFIED	X			<ul style="list-style-type: none"> Trust Acceptable Use Policy Updated for pupils and staff Remote Learning Manual shared for all staff Remote Learning Policy published for pupils, staff and parents. Online Safety Policy reviewed Code of Conduct for Online Media for Parents and Pupils Updated School Behaviour policies reinforced. Teachers and tutors to routinely remind pupils of key safety and privacy points around online learning: respect, privacy, security.

<p>Inappropriate attire during online lessons</p> <p>Pupils and Parents in inappropriate dress code.</p> <p>Over exposure of body parts, in appropriate clothing image e.g., pajamas. This would also include clothing that could be classed as sexually alluring and/or contain inappropriate or political slogans</p>	<p>Pupils and Staff</p> <p>Pupils and Parents in inappropriate dress code.</p>	<p>x</p>			<ul style="list-style-type: none"> • Acceptable Use Policy updated • Remote Learning Policy published which includes guidance on dress codes.
<p>Inappropriate images shared during online learning</p>	<p>Pupils and Staff.</p> <p>Cannot force background blur on a chrome book: risk is in appropriate images and backgrounds being seen, potential safeguarding concerns.</p> <p>Students being able to see each other- inappropriate contact through cameras.</p>	<p>x</p>			<ul style="list-style-type: none"> • Staff trained to be aware of scanning backgrounds of children and be vigilant to children's environment. • TA to link in where possible to support teachers with this process. (scanning and monitoring) • Teaching staff to manage call – camera closed immediate if high risk exposed in a home. • Staff (Teacher) to report an incidents or concerns immediately, using CPOMS and DSL communication • Pupils to be taught on how to use system and expectations around usage
<p>Vulnerable students' images online</p>	<p>Pupils and Staff</p> <p>Screen shot of children or staff from remote learning being misused.</p>	<p>X</p>			<ul style="list-style-type: none"> • Careful awareness and selection of a group / class so teachers are aware of possible 'at risk' pupils If needed camera off for any pupil that has vulnerability. • Vulnerable students without visual confirmation they are ok triggers 1:1 home visit from DSL team where we have not been able to make contact with family. • 1:1 sessions held with two adults and consideration given to recording for the purpose of safeguarding.
<p>Online live lesson unsupervised</p>	<p>Pupils</p> <p>Adults leave the lesson leaving it live for the children to</p>	<p>X</p>			<ul style="list-style-type: none"> • Teacher training and guidance on how to set up and use remote learning tools.

	<p>communicate in unsupervised environment.</p> <p>Teachers and TAs leave the channel before seeing all pupils off the link</p>				
Unauthorised access to online live lessons	<p>Pupils and staff</p> <p>Links shared outside school groups</p>	x			<ul style="list-style-type: none"> • Only class Teams to be used rather than sending links. • Lobby to be assessed for invites that present as 'rogue' by teacher
<p>Online chat misused.</p> <p>Pupils use the chat facility during lessons for inappropriate discussions with each other.</p>	<p>Pupils and Staff</p>	x			<ul style="list-style-type: none"> • Chat monitored by Teacher and enabled appropriate to the group. Turned off by default. • Teacher to have control to close chat instantly if needed. • Teacher training to reinforce key live classroom operation.
Missing online lessons due to time zones.	<p>Pupils and Staff</p> <p>Time zone changes can be done by pupil/home</p>	x			<ul style="list-style-type: none"> • Attendance Officers support teachers in monitoring and responding to persistent absence from online lessons.
<p>Personal wellbeing negatively affected by online engagement</p> <p>Pupils reluctant to share images on TEAMS and participate due to low self-esteem and concerns on self-image over device.</p>	<p>Pupils</p>				<ul style="list-style-type: none"> • Where live lessons include for cameras on, Teachers to engage with pupils who do not wish to do so to understand context and provide/ signpost additional support.
<p>Online Safety</p> <p>Pupil use search engines to access inappropriate sites whilst at home or school.</p>					<ul style="list-style-type: none"> • Online Safety policy in force. • PSHE Curriculum sequenced through year groups to cover Online Safety and keeping safe.

<p>Sharing devices or passwords</p>	<p>Pupils and Staff</p> <p>Shared passwords or re-set passwords can mean that pupils misuse systems.</p> <p>Pupils or staff may inadvertently or deliberately access the wrong account where devices are shared in the home</p>		<p>x</p>	<ul style="list-style-type: none"> • Staff and pupils reminded to log out of their accounts at the end of sessions. • AUP policies to be reinforced.
<p>Recorded lessons being shared inappropriately</p>	<p>Pupils and staff</p> <p>Teacher records lessons without users being aware and parent/siblings exposed on recording to other class groups / classes.</p>			<ul style="list-style-type: none"> • Teachers to ensure they only record themselves and not students. • Purpose of recording limited to support learning of other pupils- teacher must inform pupils that the session is being recorded and that it is for sole use for educational purposes

Assessor's Recommendations - Additional Control Measures or Actions

List Actions / Additional Control Measures	Date action to be carried out	Person Responsible