



# Safeguarding & SEND

Dear Parents and Carers,

I'm pleased to share this term's edition of our Safeguarding & SEND Newsletter which includes a welcome to new members of the Safeguarding & SEND team, information about annual reviews on the EHC Hub Platform, LPCF's Week of SEND offer, E-Safety advice, and useful links to Mental Health and Wellbeing Services.

As always please feel free to contact me should you wish to discuss anything relating to SEND or Safeguarding, the best way to contact me is by email on [jodie.wilkes@greenfields-cit.co.uk](mailto:jodie.wilkes@greenfields-cit.co.uk)

May I take this opportunity to wish you a wonderful festive season and I look forward to seeing the pupils and yourselves in the new year.

Best Wishes, Jodie

## Welcome to the team!

Mrs Coates, Mr Coveley and Mrs Evans have joined the SEND & Safeguarding Team here at Greenfields are all looking forward to working with pupils and their families through their respective roles and meeting you all in the new term. Below they all say hello:

### Mrs Coates—Deputy Designated Safeguarding Lead

Hello, I would like to introduce myself to you all. My name is Emma Coates and I am delighted to have been appointed as Deputy Designated Safeguarding Lead and Attendance Officer at Greenfields Academy. My career journey as a Social Worker has now led me to follow my passion for working within a SEMH school. It is a privilege to be able to work alongside children, young people and their families/carers in helping every pupil achieve their full potential. I look forward to meeting you all soon and wish you all a very healthy and Happy Christmas.

### Mr Coveley—Assistant SENDCo

Hello, My name is Nick Coveley, and I will be familiar to a few people through my role as Outdoor Education lead. I am delighted to begin an additional role within the school, as Assistant SENDCo. I have been working as a teacher at Greenfields since January 2022, having previously worked at Witham Prospect, Athena and for the National Autistic Society. Since May of this year, I have been the Outdoor Education teacher for all classes. Have a great Christmas, and I look forward to seeing you all in the new year.

Regards, Nick

### Mrs Evans—Designated Teacher

Hello, I have worked within CIT for over ten years and have a vast experience working with children with ASD, ADHD, SEMH and Complex needs. I have recently completed a NBQLBC award in behaviour and culture. My passion in education is celebrating all the achievements and successes each individual and supporting them through their educational journey. I look forward to working with you all in the new term.

## LPCFs Week of SEND 2025

Join Lincolnshire Parent Carer Forum from Monday 27th to Friday 31st January 2025 for their virtual "Week of SEND".

Organisations will be showcasing their help and support in 10 minute slots during the week. For more details of what is on offer please see the attached poster.

Lincolnshire Parent Carer Forum run a range of workshops throughout the year and membership is free. You can find out more at the following link: [Info Publicity \(lincspcf.org.uk\)](https://lincspcf.org.uk)

## Mental Health and Wellbeing Services

The festive period can put additional pressures on mental health and wellbeing, additional support including self-help information, a directory of services and self-referral pathways can be found online at: [Home :: Lincolnshire Young Minds \(lpft.nhs.uk\)](https://lincsyoungminds.org.uk)

You may also be interested in accessing free parent/carer workshops and information from My Family Coach. Find out more here: [Home - My Family Coach](https://myfamilycoach.org.uk)

## Annual Reviews on the EHC Hub

As some of already know from attending annual review meetings over the last year, all Lincolnshire and Nottinghamshire EHCPs have moved on to the online hub. This is designed to improved accessibility and transparency for all. Meetings can be still be held in person or online. The main differences you will see will be the way in which you receive invites and how your views are gathered, both of which will be requested through the system. However paper copies of all aspects of the review process can be provided in paper format if requested.

If you haven't already accessed the system, you will be sent a registration email over the coming months. Please note this link is only valid for 24 hours so please activate it as soon as possible. If you do have any issues with access please let me know and I will do my best to resolve this with your child's SEND caseworker.

## E-Safety

We are sure new electronic devices are on most Christmas lists this year. The internet is an amazing place, so we want to help your child to get the most out of it, and to do that safely. However, we know some parents feel confused by the internet. It's constantly changing, and it can be hard to keep up with the latest apps and trends. The NSPCC have put together this really simple guide to reassure you and give you the information and advice you need to keep your child safe online. It's all about talking to your child, getting the family involved, and finding out what you can do. The booklet can be accessed here: <https://www.lincolnshire.gov.uk/directory-record/1593/online-safety-information-pack-for-parents-nspcc>

Remember Parental Controls are accessible on Smartphones, Broadband, Gaming platforms and social media. Whilst these cannot offer complete protection from all online risks consider them the stabilisers of the internet. There are lots of easy to use guides on [www.internetmatters.org.uk](https://www.internetmatters.org.uk)

In school we use the 'Clear' message to support pupils to act if they see/ receive something distressing online.

**CLEAR** stands for:

**C** - Calm - Stay Calm

**L** - Lid - Put the lid/ screen down

**E** - Explain - to an adult the web search/words used

**A** - Ask - an adult will give you time to talk and ask details

**R** - Reassure & Report - adults will check you're ok and report concerns

# 10 Top Tips for Parents and Educators SAFETY ON SOCIAL MEDIA

Currently, children are growing up in an immediate and throwaway culture when it comes to content that's consumed online. So much material is now deliberately created to be shorter in nature – and may often contain hidden elements such as advertising, or extreme political and cultural views. With complex algorithms built to keep people on their phones and engaging with social media content, it's becoming increasingly difficult to reduce time spent on these platforms.

## 1 REDUCE DOOMSCROLLING

It's concerning how common for young people to spend hours 'doomscrolling': trawling through social media and aimlessly viewing every post they see, many of which might make them feel sad or anxious. Social media can be useful for keeping in touch with friends and family, as well as staying up to date on current events. However, it's important to use it with a clear purpose, instead of endlessly scrolling through content, which could lead to young people accidentally discovering harmful material.

## 2 TALK ABOUT THE CONTENT

It's important to keep apprised of the kind of content that a young person is being exposed to. Discussing what they're watching online can help you understand why they're using social media in the first place. Furthermore, ensure that children are aware of hidden content, such as advertising of a product – and that they know how to spot that the creator is being paid to talk about it.

## 3 FIND POSITIVE ASPECTS

Despite all the concerns, there's plenty of wholesome content on social media. It's worth spending time with children to help them find something suitable and enjoyable. Perhaps you'll even discover a joint interest, and you can enjoy the content alongside the child. As part of this, you should also point out why certain things shouldn't be given attention, explaining why it isn't suitable and why it's been created in the first place.

## 4 REDUCE SCREENTIME

Young people can sometimes be unaware of the exact amount of time they spend looking at social media. Smart phones don't just have the capacity to monitor screentime; they also record how much time is spent on each app. Consider setting targets to reduce this and support children to meet these goals, gradually reducing the amount of time spent on different apps.

## 5 FILL THE VOID

Monitoring and reducing screentime can create a lot of free time to fill, and young people can even face withdrawal symptoms when made to step away from their phones. To mitigate this, consider what offline activities you could introduce the child to, and what they would enjoy. This can ensure that young users will permanently cut down on their screentime, rather than temporarily doing so while they know it's being monitored.

## 6 REDUCE NOTIFICATIONS

One way in which social media platforms keep people coming back is through notifications. The algorithms behind these apps track people's daily habits, including the times of the day where they're most likely to engage with the platform. This data is then used to deliver specifically timed notifications to draw them back in. To avoid young users being exposed to this tactic, simply turn off notifications for the app in their phone's settings.

## 7 LIVE IN THE REAL WORLD

Overexposure to social media can distort someone's perception of the real world – from body norms to social conventions. This filtered environment can make it hard for young people to distinguish reality from online content, which is now becoming even more difficult with the rise of AI. To mitigate this concern, take time to teach young people how to discern truth from fiction, both on and off social media.

## 8 DIGITAL DETOX

Encouraging young people to take a 'digital detox', from even just a couple of the apps that they use, can result in an overall reduction of screentime and less exposure to potentially harmful content. Alternatively, rather than avoiding the app entirely, encourage children to take a 'digital detox' from content creators and influencers, and instead, keep in touch with friends and family – which is generally a far healthier use of these platforms.

## 9 MODEL GOOD BEHAVIOUR

Consider the habits that you're demonstrating to your children. How much time do you spend on your phone? How much do you 'doomscroll'? Comparing your own usage with the child's could put things into perspective for them – or if it turns out that you're also overusing social media, it can turn screentime reduction into a joint mission, which you and the child can work on together.

## 10 BE CLEAR ON THE "WHY"

Research shows that young people can become addicted to social media. There are many schools that are moving towards being 'phone free' due to the negative impacts of using social media and phones continuously. It's important to explain to young people why managing screentime is important. Set out the benefits and ensure they have all the relevant information, so it's not just seen as a punishment.

## Meet Our Expert

John Inley is a senior leader in a Birmingham secondary school and has vast experience in leading schools over the past 15 years – including the development of computing curriculums across primary and secondary schools, writing e-safety policies and supporting schools with computing and e-safety advice.



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Source: See full reference list on guide page at <https://nationalcollege.com/guides/top-tips-for-safety-on-social-media>



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# Lincolnshire Parent Carer Forum



Virtual (FREE)

**"LPCF Week of SEND 2025"**

**Monday to Friday 27th- 31st January**

**Week  
of SEND**

**For Parents and Carers of children with Disabilities/Additional needs and for professionals who work with them.**

We will have a diverse range of services, organisations and support groups attending our online Zoom sessions at different times throughout the day and evening (10.30am—9.00pm).

**The aim of the event is to give attendees as much information, support and help as possible.**

Sessions include multiple organisations showcasing their help and support in 10 minute, bite size presentations.

Many workshops on specific topics requested by the membership will also be held throughout the week (these will need to be booked).

Our website information page will contain more details of the organisations attending over the next few weeks.

The Zoom invitation links will be added, then just click on the link and wait to enter the virtual waiting room.

Sit back and relax with your cuppa and find out what you're missing!

**[www.lincspcf.org.uk](http://www.lincspcf.org.uk) > Information page> LPCF Week of SEND**

*To save time on the day, please sign up to LPCF or renew your membership by using the sign up page of our website.*



Tel: 07925 232 466

Email: [admin@lincspcf.org.uk](mailto:admin@lincspcf.org.uk)

[www.lincspcf.org.uk](http://www.lincspcf.org.uk)

**Attending parents who register, may be eligible for a *FREE Max Card*. Please see our website for eligibility criteria. (limited supply available)**