



Silverdale St John's CE Primary School E-Safety Policy

Silverdale St John's Church of England Primary School Mission Statement:
Inspiring Success through Learning, Community and Faith.

We aim to do this through our ethos:

We help and support each other in our learning with Christian attitudes of Truth, Love and Respect. We utilise the beautiful environment of Silverdale to enrich our curriculum.

Purpose

E-Safety encompasses the use of new technologies, internet and electronic communications such as mobile phones, collaboration tools and personal publishing. It highlights the need to educate pupils about benefits and risks of using technology and provides safeguards and awareness for users to enable them to control their online experience. This will include current new technology and how we should behave when using them.

Aims

The E-Safety Policy has been written to reflect the need to raise awareness of the safety issues associated with electronic communications as a whole including cyberbullying and working online.

E-Safety depends on effective practice at a number of levels:

- Responsible ICT use by all staff and students; encouraged by education and made explicit through published policies.
- Sound implementation of e-safety policy in both administration and curriculum, including secure school network design and use.
- Safe and secure broadband from Lancashire County Council network including the effective management of filtering.

School e-Safety Policy

The e-Safety policy relates to other policies including those for Computing, Acceptable User, Anti-bullying and Child Protection.

Teaching and Learning

Why Internet use is important?

- The internet is an essential element in 21st century life for education, business and social interaction. The school has a duty to provide students with quality Internet access as part of their learning experience.
- Internet use is a part of the statutory curriculum and a necessary tool for staff and pupils.

Internet use will enhance learning

- The school internet access will be designed expressly for pupil use and will include filtering appropriate to the age of the pupils.
- Pupils will be taught what internet use is acceptable and what is not and given clear objectives for Internet use.
- Pupils will be educated in the effective use of the internet in research, including the skills of knowledge location, retrieval and evaluation,

Pupils will be taught how to evaluate Internet content

- The school will ensure that the use of Internet derived by staff and pupils complies with copyright law.
- Pupils should be taught to be critically aware of the materials they read and shown how to validate information before accepting its accuracy.

Managing Internet Access

- School ICT systems capacity and security will be reviewed regularly.
- Virus protection will be updated regularly.

Published content and the school web site

- The contact details on the Web site should be the school address number. Staff or pupils personal information will not be published.
- The Head teacher will take overall editorial responsibility.

Publishing pupils' images and work

- Photographs that include pupils will be selected carefully.
- Pupils full names will not be used anywhere on the Web site.
- Written permission from parents or carers will be obtained before information is published on the school web site.

Social networking and personal publishing

- The school will block/filter access to social networking sites.
- Pupils will be advised never to give out personal details of any pupils or their location.
- Pupils and parents will be advised that the use of social networking is appropriate for primary aged pupils.

Authorising Internet access

- All staff must read and sign the 'Acceptable User Agreement' before using any school ICT resource.
- The school will keep a record of all staff and pupils who are granted Internet access. The record will be kept up to date, for instance a member of staff may leave or a pupil's access be withdrawn.

Assessing Risks

- The school will take all reasonable precautions to ensure that users access only appropriate material, however, due to the international scale and linked nature of Internet content, it is not possible to guarantee that the material will never appear on a school computer. The school cannot accept liability for the material accessed, or any consequences of Internet access.
- The school will audit ICT provision to establish if the e-safety policy is adequate and that its implementation is effective.

Handling e-safety complaints

- Complaints of Internet misuse will be dealt with by the Head teacher
- Any complaint about staff misuse must be referred to the Head teacher
- Complaints of a child protection nature must be dealt with school child protection procedures.

Staff and the e-Safety Policy

- All staff will be given the e-Safety policy and its importance explained.

Date Reviewed: May 2018

Date of next review: May 2020