St Barnabas' C.E. School

E-safety policy

This policy should be read alongside the school policy for Anti-bullying policy

Digital technologies have become integral to the lives of children and young people, both within schools and outside school. These technologies provide powerful tools for learning. Young people should have an entitlement to safe internet access at all times.

Aims

This Policy is intended to ensure:

- that young people will be responsible users and stay safe while using the internet and other communications technologies for educational, personal and recreational use.
- that school systems and users are protected from accidental or deliberate misuse that could put the security of the systems and users at risk.
- that parents and carers are aware of the importance of online safety and are involved in the education and guidance of young people with regard to their on-line behaviour.

Rationale

The school will try to ensure that *pupils* will have good access to digital technologies to enhance their learning and will, in return, expect the *pupils* to agree to be responsible users.

The school buys in the services of a dedicated technician on a weekly basis. The network manager/technician is responsible for resolving technical problems and for advising the school on technical issues including the blocking of websites.

All teachers are responsible for monitoring and responding to issues of cyberbullying, e-safety and safeguarding. Parents will be made aware of any issues arising and any sanctions which may be imposed.

Internet access is planned to enrich and extend learning activities and is part of the statutory curriculum. Pupils are not given access to email.

Pupils are taught to be critically aware of the materials they read and are shown how to validate information before they accept its accuracy. Pupils receive guidance when using the Internet and its use is supervised.

The E-Learning Code of Conduct class agreement is agreed every September and should be displayed prominently in classrooms in KS2 and the ICT Room.

Pupils are taught what is acceptable and what is unacceptable. Pupils are encouraged to report immediately any offensive materials which they may access, to a responsible adult. They are given clear objectives for Internet use. To guard against accidental access to materials which are inappropriate we access the Internet by means of the Oxfordshire Community Network (OCN) which provides an appropriately filtered service.

School informs parents that their children will have access to E-Learning resources.
Parents are given a copy of the E-Learning Code of Conduct. They are also informed of the filtering service offered by the OCN.

Pupil are taught about issues relating to e-safety and cyberbullying and understand that sanctions may be imposed if they use the facilities in an inappropriate manner.

Guidelines on inappropriate Internet Access
Whilst using the Internet during school hours if a pupil **deliberately** types in a website address or search term that will display inappropriate or unauthorized material.

- The teacher will to the pupil that they have broken the rules of your school's E-Learning Code of Conduct, and that their behaviour is unacceptable.
- Take the pupil off the computer for the duration of the lesson. At a convenient time, ask the pupil to explain what happened and tell them that by doing so they may lessen the seriousness of the incident.
- Draw the pupil's attention to the E-Learning Code of Conduct that they agreed with their parents on starting at the school, which is summarized on the poster displayed in your Computing area.
- Discuss the incident with the Computing co-ordinator and ensure it is reported to the Computing Service Desk (0845 052 1000) by a designated member of staff, so that the OCN filtering can be improved accordingly.
- Report the incident to the Headteacher. Decide the sanctions as per the school behaviour policy for breaking rules (e.g. removing the pupil's Internet access for a period of time). If appropriate, inform the pupil's parents and explain the action taken by the school.

Internet Safety Websites
Thinkuknow Keeping children safe when they use the Internet.
http://www.thinkuknow.co.uk
Kidsmart Find lesson plans, leaflets, posters, information on activities and interactive games to play with pupils in school to teach them Internet safety. http://www.kidsmart.org.uk/teachers/
Internet Safety for Schools Information on filtering software, Acceptable User Policies etc.
http://teacher.scholastic.com/professional/teachtech/internetsafety.htm
GetNetWise – This website has a list of video clips explaining issues regarding internet safety.
http://www.getnetwise.org/
Childnet – Know it All
http://www.childnet-int.org/kia
CEOP - The Child Exploitation and Online Protection (CEOP) Centre works across the UK and maximises international links to deliver a holistic approach across agencies and sectors - all focused on tackling child sex abuse wherever and whenever it happens
http://www.ceop.gov.uk
SWGFL – South West Grid for Learning. An organisation that supports schools and other organisations in safeguarding children online.
http://www.swgfl.org.uk/products-services/Online-Safety-Service

Staff agreed: October 2017
Governors agreed: October 2017
Review date: October 2020

E-learning Code of Conduct KS2

Using the internet

I will only access sites which are suitable for use in school.

I know that not everything that I read on the internet will be true and I will evaluate its reliability.

I will not share personal information or information about anyone else online.

I will always tell my teacher or another adult if I ever see, hear or read anything which makes me feel uncomfortable.

I will always check with my teacher or an adult before downloading files.

I will not copy text or pictures from the internet and hand it into an adult as my own work.

Communicating Online

I will always show respect and be polite.

I will take extra care with my writing so that people can understand me.

I will never send rude messages or use bad language.

I will not arrange to meet with stranger that I communicate with online.

If my account uses a password, I will keep it secret and secure.

I agree to the E-Learning Code of Conduct.

Signed: whole class to sign in September.