Leftwich Community Primary School

Online Safety Policy

Introduction

Computers are now part of everyday life and developments in computing are changing the lives of everyone. For most of us, technology is essential to our lives, at home and at work. Through teaching computing we wish to equip children to participate effectively in a rapidly changing digital world.

In the new curriculum, computing replaces what was formally known as Information and Communication Technology and it is concerned with how computers and computer systems work and how they are designed and programmed.

Current and emerging internet and online technologies used in school and, more importantly in many cases, used outside of school by children include:

• The Internet – World Wide Web
• E-mail
• Instant messaging (often using simple web cams) e.g. Instant Messenger)
• Web based voice and video calling (e.g. Skype)
• Online chat rooms and discussion forums
• Online gaming networks (e.g. PS4, X-Box Live, Pokemon Go)
• Photo and video sharing apps (e.g. Instagram, Snapchat)
• Social networking sites (e.g. Facebook)
• Blogs and Micro-blogs (e.g. Twitter)
• Podcasting (radio / audio broadcasts downloaded to computer or MP3/4 player)
• Video broadcasting sites (e.g. You Tube)
• Music and video downloading (e.g. iTunes)
• Mobile phones with camera and video functionality
• Smart phones with e-mail, messaging and internet access

Our whole school approach to the safe use of computing

Creating a safe computing learning environment includes three main elements at this school:

• An effective range of technological tools;
• Policies and procedures, with clear roles and responsibilities
• E-Safety teaching is embedded into the school curriculum and schemes of work

Roles and Responsibilities

School Staff

All teachers are responsible for promoting and supporting safe behaviours in their classrooms and following school e-Safety procedures. Central to this is fostering a 'No Blame' culture so pupils feel able to report any bullying, abuse or inappropriate materials. Staff should ensure they are familiar with the school e-Safety policy, and ask for clarification where needed. They should sign the Staff Acceptable Internet Use agreement annually. Class teachers should ensure that pupils are aware of the e-Safety rules, introducing them at the beginning of each new school year.

Pupils

Pupils are expected to take an active part in planned lessons and activities to support their understanding and confidence in dealing with e-Safety issues, both at home and school. They are asked to agree to a set of guidelines and rules covering their responsibilities when using technology at school.

Parents

Parents are given information about the school's e-safety policy. They are given copies of the pupil for information, and asked to support these rules with their children.

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 pupils.
•Pupils will be taught what internet use is acceptable and what is not and given clear objectives for internet use.
•Internet access will be planned to enrich and extend learning activities.

•Staff should guide pupils in on-line activities that will support the learning outcomes planned for the pupils' age and maturity and educate them 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
•If staff or pupils discover unsuitable sites, the URL (address), time, date and content must be reported to the school Computing Coordinator.
•Staff should ensure that the use of internet derived materials by staff and by 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.

Cyber bullying - Online bullying and harassment
Online bullying and harassment via instant messaging, mobile phone texting, e-mail and chat rooms are potential problems that can have a serious effect on pupils. Our school has a range of strategies and policies to prevent online bullying, outlined in this policy.

These include:

•No access to public chat-rooms, Instant Messaging services and bulletin boards.
•Pupils are taught how to use the Internet safely and responsibly, and are given access to guidance and support resources from a variety of sources.

We encourage pupils to discuss any concerns or worries they have about online bullying and harassment with staff, and have a range of materials available to support pupils and their families.
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•Complaints of cyber-bullying are dealt with in accordance with our Anti-Bullying Policy.
•Complaints related to child protection are dealt with in accordance with school child protection procedures.

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Co-ordinator: Sarah Campbell