



Internet Safety Policy

Introduction

This policy has been written based on North Yorkshire e-safety guidance in conjunction with BECTA and CEOP materials. It has been adapted to reflect the school's own decisions on balancing educational benefit with potential risks. This e-safety policy will be used in conjunction with policies relating to curriculum, data protection, anti-bullying, safeguarding children, security and home-school agreements.

Rationale

The internet and other digital technologies permeate all aspects of life in a modern technological society. Internet use is part of the statutory National Curriculum and is a necessary tool for staff and pupils. It is the entitlement of every pupil to have access to the internet and digital technologies, in order to enrich his/her learning.

Aims

Our aims are to ensure that all pupils, including those with special educational needs:

- will use the internet and other digital technologies to support, extend and enhance their learning;
- will develop an understanding of the uses, importance and limitations of the internet and other digital technologies in the modern world including the need to avoid undesirable material;
- will develop a positive attitude to the internet and develop their ICT capability through both independent and collaborative working;
- will use existing, as well as up and coming, technologies safely.

Pupils will develop an understanding of the uses, importance and limitations of the internet

- Pupils will be taught how to effectively use the internet for research purposes.
- Pupils will be taught to evaluate information on the internet.
- Pupils will be taught how to report inappropriate web content.

Pupils will develop a positive attitude to the internet and develop their ICT capability through both independent and collaborative working.

- Pupils will use the internet to enhance their learning experience.
- Pupils have opportunities to engage in independent and collaborative learning using the internet and other digital technologies.

Pupils will use existing technologies safely

- Pupils will be taught about e-safety.

E-mail

- Pupils and staff will only use approved e-mail accounts when using the school network.
- Pupils will tell a member of staff if they receive inappropriate e-mail communications.
- Pupils will only use e-mail for approved activities.

Internet Access

- Parents will read and sign an internet access consent form and Acceptable Use Policy before their children are given access to internet resources
- Pupils internet access during school hours will be supervised by a member of staff.

Systems Security

- ICT systems security will be regularly reviewed with support from Schools ICT.

Web Filtering

- The school will work with Schools ICT to ensure that appropriate filtering is in place.
- Pupils will report any inappropriate content accessed to the e-safety co-ordinator.

Communication of the e-safety policy to pupils

- Pupils will read (or be read) and sign the age-appropriate Internet Acceptable Use Policy before using these resources.
- Pupils will be informed that internet use will be monitored.

Communication of the e-safety policy to staff

- The e-safety and acceptable use policies will be given to all new members of staff as part of the staff handbook.
- Staff will be informed that internet use will be monitored.

Communication of the e-safety policy to parents/carers

- The acceptable use policies will be available in the school prospectus and on the school website.
- Parents will be asked to sign a home-school agreement when their children join the school. This will include acceptable use policies relating to the internet and other digital technologies.

e-safety Complaints

- Instances of pupil internet misuse should be reported to, and will be dealt with by the headteacher.
- Instances of staff internet misuse should be reported to, and will be dealt with by, the headteacher.
- Pupils and parents will be informed of the consequences of internet misuse.

Whole-School Responsibilities for Internet Safety

Headteacher

- Responsible for e-safety issues within the school but may delegate the day-to-day responsibility to a Senior Leader as the e-safety co-ordinator.
- Ensure that the e-safety co-ordinator is given appropriate time, support and authority to carry out their duties effectively.
- Ensure that developments at Local Authority level are communicated to the e-safety co-ordinator.
- Ensure that the Governing Body is informed of e-safety issues and policies.
- Ensure that appropriate funding is allocated to support e-safety activities throughout the school.

Governing Body

- Support the headteacher in establishing and implementing policies, systems and procedures for ensuring a safe ICT learning environment.
- Ensure that appropriate funding is authorised for e-safety solutions, training and other activities as recommended by the headteacher and/or designated e-safety coordinator (as part of the wider remit of the Governing Body with regards to school budgets).
- Promote e-safety to parents and provide updates on e-safety policies within the statutory 'security' section of the annual report.

Teaching and Support Staff

- Contribute to the development of e-safety policies.
- Adhere to acceptable use policies.
- Take responsibility for the security of data.
- Develop an awareness of e-safety issues, and how they relate to pupils in their care.
- Model good practice in using new and emerging technologies.
- Embed e-safety education in curriculum delivery.
- Know when and how to escalate e-safety issues.

Date of Policy: Dec 2015

Review Date: Dec 2018

Technologies Leaders – J Waite, H Shaw