



REINWOOD JUNIOR SCHOOL

Safe Internet Use Policy

Date: September 2017 Review date: September 2018 Version no: 6

Introduction

The internet is an essential element of 21st century life for education, business and social interaction. The school has a duty to provide pupils with quality but safe Internet access as part of their learning experience.

This policy outlines our purpose in accessing the internet and explains how our school is seeking to avoid the potential problems that internet access could give rise to.

Ensuring Internet access is appropriate and safe

In common with other media such as magazines, books and video, some material available on the Internet is unsuitable for pupils. The school will take every practical measure to ensure that pupils do not encounter upsetting, offensive or otherwise inappropriate material on the internet. The following key measures have been adopted to help ensure that our pupils are not exposed to unsuitable material:

Our internet access has a filtering system which prevents access to material unsuitable for pupils, this filtering system is designed by educators to suit the age and curriculum requirements of our pupils.

The school will work with Kirklees to ensure that systems to protect pupils are reviewed and improved.

Pupils using the internet will be working in the classroom and will be under the supervision of an adult at all times.

Staff will use their professional judgement and check that the sites pre-selected for pupil access are appropriate to the age and maturity of pupils.

A Hector the Protector style program is installed onto netbooks and pupils are taught how to use this facility.

When using other devices (ipads/chromebooks), pupils are advised to report websites that they feel are inappropriate to an adult immediately without sharing with others.

Staff will report any unsuitable sites to the Computing coordinator.

Maintaining the security of the school IT network

Security is maintained by up to date virus protection, checked regularly by our on site Technician.

Teaching e-safety

In each year group all pupils will take part in age-appropriate 'Digital Literacy' lessons where they will be taught about the importance of safe and responsible internet use. All parents/guardians are sent a home school agreement which contains details of the school, parents and carers and pupils responsibilities with regard to safe internet use. They must read, sign and return this to school.

The safe internet use policy is available for all pupils, parents and staff to view at all times on the school website.

Assemblies regarding e-safety and cyber bullying are carried out termly by the Computing coordinator.

Staff are made aware of amendments to policy or new practises to be adopted by Computing coordinator at weekly staff meeting or designated Computing training session.

Different ways of accessing information from the Internet are used depending upon the nature of the material being accessed and the age of the pupils:

Access to the internet may be by teacher (or sometimes other adult) demonstration.

Pupils may be given a suitable web page or a single web site to access.

Pupils may be provided with lists of relevant and suitable web sites which they may access.

Pupils will be educated in taking responsibility for their own Internet access.

Using information from the Internet

When copying from the internet, pupils and staff are taught to observe copyright.

Using e-mail

E-mails are not facilitated at all by the pupils at our school.

Using Social Media

Pupils and parents of our schools are advised that the majority of social networks require their users to be 13 years of age or older.

It is therefore the advice of school that pupils do not have their own social media accounts.

Pupils are taught about safe sharing and the importance of reporting any concerns that arise from the use of social media to a trusted adult.

Social media is blocked by the school's internet filter.

Social Media may be used as a whole class activity when led by a teacher and using an approved school account.

G Suite

Pupils have access to a G Suite account that is managed by the school.

Pupils are taught of the importance of keeping login details secret and secure.

This account has restricted access to Google's service, in line with the rest of this policy.

The purpose of the account is to provide access to Goggle's collaborative office suite (G Suite) and act as a login to the Chromebook devices.

If pupils come across inappropriate content whilst using their G Suite login, they are to report those concerns to trusted adult and not shre the content with others.

Documents that are made, edited or stored in a G Suite account, are visible to and fully searchable by the school's admin account for upto 60 days.

Pupils do not have permission to delete their seach history.

Website

Images that include pupils will be selected carefully and will not enable individual pupils to be clearly identified.

Pupils' full names will not be used anywhere on the website, particularly in association with photographs.

Work will only ever be published with the permission of the pupil and parent.

Equal Opportunities

Kirklees LA requires all its schools, colleges and services to promote racial and sexual equality, harmony, understanding and justice. We promote tolerance of and respect for people of all faiths (or those of no faith), races, genders, ages, disability and sexual orientations (and other groups with protected characteristics) through the effective spiritual moral, social and cultural development of pupils, including through the extent to which schools engage their pupils, including through the extent to which schools engage their pupils in extra-curricular activity and volunteering within their local community.

The staff and pupils at Reinwood Junior School uphold this requirement and act accordingly.

Positive Mental Health and Wellbeing

We aim to promote positive mental health for every member of our staff and student body. We pursue this aim using both universal, whole school approaches and specialised, targeted approaches aimed at vulnerable students.

We aim to recognise and respond to mental ill health by developing and implementing practical, relevant and effective mental health policies and procedures. We aim to promote a safe and stable environment for students affected both directly and indirectly by mental ill health.

Reviewing the Policy

This policy will be reviewed in one year.

Version History

Version	Date	Change	Author	Approved
2	November 2012	Updated	Mrs S Benson	9.01.13
3	July 2014	Updated	Mr D Barnes	
4	May 2015	Updated	Mr D Barnes	Sept 2015
5	May 2017	Updated	Mr Winstanley	May 2017
6	September 2017	Updated	Mr Winstanley	September 2017

Signed