



E-Safety Policy

Policy agreed: Spring 2019
To be reviewed: Spring 2022

Introduction

This policy applies to all members of the school community (including staff, pupils, volunteers, parents/carers, governors and visitors).

It aims to provide clear guidance on how to minimise risks and how to deal with matters of infringement. It is written to protect all parties.

This e-safety policy is related to other policies including those for bullying, behaviour and child protection. It is the responsibility of the school to ensure that every child in our school is safe. Therefore, we will be as thorough with e-safety as we would be with other aspects of child protection.

Internet use and management

At Dothill Primary School, we recognise that the internet is a vital part of 21st century life for education and needs to be incorporated in all areas of the curriculum. The school has a duty to provide students with quality internet access as part of their learning. Internet use is a part of the statutory curriculum and a necessary tool for staff and pupils. It is used to raise the standards of education, support professional work of staff and enhance the school's management.

Dothill Primary School uses a "filtered" Internet Service provided by Telford and Wrekin, which minimises the chances of pupils encountering inappropriate material. We will only allow children to use the Internet when there is a responsible adult present to supervise. We will seek to ensure that internet, mobile and other digital technologies are used effectively for their intended educational purpose, without infringing legal requirements or creating unnecessary risk.

E-safety education

The combination of the site-filtering by Telford and Wrekin, close supervision by teaching staff and the fostering of a responsible attitude in our pupils, in partnership with parents, enables our children to use technology in as safe a way as possible.

Through our computing curriculum, we teach pupils about the vast information resources available on the Internet. Specifically, the Digital Literacy element of our curriculum allows pupils to become safe digital users, evaluating websites and recognising the age-appropriateness of software.

E-safety will be promoted and developed through key stage assemblies each half term, computing lessons, PSHE and circle times within individual Year groups. Consideration and respect will be given to the pupils age, ability and developmental stage. Pupils will

be taught Internet use that is acceptable and what is not acceptable and they will be given clear objectives for Internet use.

Dothill Primary School will use the Ce-Op 'Think you Know' material, which includes a series of child-friendly lessons specifically catered to and differentiated for each Key Stage/Year group to teach them about all elements of e-safety.

Using internet for learning

The Internet is an invaluable resource for learning for all our pupils, and we use it across the curriculum both for researching information and as a source of digital learning materials.

Using the Internet for learning is now a part of the Computing Curriculum (September 2014). We teach all our pupils how to find appropriate information on the Internet, and how to ensure, as far as possible, that they understand who has made this information available, and how accurate and truthful it is.

At Dothill Primary, we expect pupils to be responsible for their own behaviour on the Internet, just as they are anywhere else in school.

- Whether pupils deliberately seek out inappropriate materials or discover it by chance, they will be asked to switch off their computer immediately and the incident will be reported, so that the Service Provider can block further access to the site.
- Pupils must ask permission before accessing the Internet and they should have a clear idea why they are using it.
- Pupils should not access other people's files unless permission has been given.
- Computers should only be used for schoolwork and research unless permission has been granted otherwise.
- No programmes on disk or CD Rom should be brought in from home for use in school. This is for both legal and security reasons.

Use of ICT by staff

Our school understands that the Internet is a valuable resource for school staff. It provides a wealth of resources, teaching materials and information that teachers can use across the curriculum. It allows staff to share resources with other schools, and to engage in debate and discussion.

We are committed to encouraging and supporting our school staff to make the best use of the Internet and all the opportunities it offers to enhance our teaching and support

learning.

Staff who need support or CPD in using ICT as part of their professional practice are able to access support from the ICT/computing Co-ordinator.

To enable staff to make full use of these important resources, the Internet is available in school to all staff for professional use. The school also provides a T&W user account that gives further access to specific resources, online tools and email.

Staff model appropriate ICT and Internet use at all times. This supports our commitment to encouraging safe and appropriate ICT and Internet use by our pupils both in school and at home.

Staff promote and support safe behaviours in their classrooms and follow school e-Safety procedures. Staff ensure they are familiar with the school e-Safety policy.


ICT equipment is not permitted to be taken off site unless permission has been given from the Headteacher.

We recognise that e-mail is a useful and efficient professional communication tool. To facilitate this, staff members will be given a school e-mail address and staff use it for all professional communication with colleagues, organisations, companies and other groups. Whilst staff are using this e-mail address they are representing the school, and all communications reflect this.

Dothill Primary School appreciates that many staff will use social networking sites and tools. Whilst staff are doing this, they understand that professional standards apply to all postings and messages.

Signed..........Date.....22-1-19.....

(Head teacher)

Signed..........Date.....22-1-19.....

(Chair of Governors)

APPENDIX 1 - Children's phones in school

Dear Parents

I understand that some parents like their child to have a phone with them as they are walking home from school alone. I understand this safety measure and I have no problems with this. However, it is important for the safety and welfare of all pupils that phones are being used appropriately. They should always be handed in at the office first thing in the morning where they will be kept safely until home time when they can be collected again for the journey home. It is not appropriate for pupils to have phones in their bag or their pocket during the school day.

If you feel that your child needs to bring a phone to school for their safety on their walk home then please complete the following form and your child can hand this in to the office when they hand their phone in. If your child has a phone in school and we have not received the following form from you then we will give you a call and ask you to pop in and complete one.

Thank you for working with us to keep all our pupils safe.

Best wishes

Becca Butler
Head Teacher

Parental Permission to bring phone to school

I give permission for in class
to bring their phone to school as they will be walking home alone.

My child understands that they must hand the phone into the office each day
for safe keeping and may collect it at home time for the journey home.

Parent's signature Date.....

Child's signature..... Date.....

