



Heron Hill Primary School

Online Safety Policy

Designated Safeguarding Lead (DSL)	Trish Merritt Deputy Safeguarding Leads: Michelle Wilkinson, Naomi Jones, Hannah Little
Online Safety Lead (OSL if different from DSL)	Rebecca Watson with support from DSLs
Online Safety / Safeguarding Link Governor	Kathryn Ritchie
PSHE/RSHE lead	Carly Dodd-Hemingway
Network Manager / other technical support	Systems IT

Approved by¹	
Name:	Kathryn Ritchie
Position:	Chair of Governors
Signed:	
Date:	September 2023
Review date²:	

¹ The Governing Body are free to delegate approval of this document to a Committee of the Governing Body, an individual Governor, or the Headteacher.

² Governors free to determine review period. Recommended annually.

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POLICY

1. Background/Rationale

New technologies have become integral to the lives of children and young people in society, both in school and in their lives outside school.

The Internet and other digital and information technologies are powerful tools, which open new opportunities for everyone. Electronic communication helps teachers and pupils learn from each other. These technologies can stimulate discussion, promote creativity, and increase awareness of context to promote effective learning. Children and young people have an entitlement to safe internet access.

The requirement to ensure that children and young people can use online and related communications technologies appropriately and safely is part of the wider duty of care to which all who work in schools are bound. The school Online Safety Policy and Procedures will help to ensure safe and appropriate use, and the development and implementation will involve all stakeholders in a child's education from the Headteacher and Governors to the senior leaders and classroom teachers, support staff, parents, carers, members of the community and the pupils themselves.

The use of these exciting and innovative tools in school and at home has been shown to raise educational standards and promote pupil achievement. However, the use of these new technologies can put young people at risk in and outside of school. Some of the dangers they may face include:

- access to illegal, harmful, or inappropriate images or other content;
- unauthorised access to/loss of/sharing of personal information;
- the risk of being subject to grooming by those with whom they make contact on the internet;
- the risk of being targeted by extremists in order to promote and encourage radicalisation;
- the risk of being targeted by those involved in child sexual exploitation;
- the sharing/distribution of personal images without an individual's consent or knowledge;
- being drawn into taking part in unsuitable online challenges and/or hoaxes;
- inappropriate communication/contact with others, including strangers;
- cyberbullying (including prejudiced-based and discriminatory bullying);
- access to gambling/gaming sites;
- access to unsuitable video/internet games;
- an inability to evaluate the quality, accuracy, and relevance of information on the Internet;
- plagiarism and copyright infringement;
- illegal downloading of music or video files;
- the potential for excessive use which may impact on the social and emotional development and learning of the young person.

Many of these risks reflect situations in the off-line world and it is essential that this Online Safety Policy and Procedures is used in conjunction with other school policies and procedures including the Overarching Safeguarding Statement, Child Protection, Data Protection and Behaviour.

As with all other risks, it is impossible to eliminate online risks completely. It is therefore essential, through good educational provision to build pupils' resilience to the risks to which they may be exposed, so that they have the confidence and skills to face and deal with these risks.

This school must demonstrate that it has provided the necessary safeguards to help ensure that we have done everything that could reasonably be expected of us to manage and reduce these risks. The Online Safety Policy and Procedures that follows explains how we intend to do this, while also addressing wider educational issues to help young people (and their families) to be responsible users and stay safe while using the Internet and other communications technologies for educational, personal, and recreational use.

2. Definitions

For the purposes of this document a child, young person, pupil, or student is referred to as a 'child' or a 'pupil' and they are normally under 18 years of age.

Wherever the term 'parent' is used this includes any person with parental authority over the child concerned e.g. carers, legal guardians etc.

Wherever the term 'Headteacher' is used this also refers to any Manager with the equivalent responsibility for children.

3. Associated School Policies and Procedures

This policy should be read in conjunction with the following school policies/procedures and, where they exist, addendums to those policies and procedures:

- Child Protection Policy and Procedures including whistleblowing procedures
- Health and Safety Policy and Procedures
- Behaviour Policy and Procedures
- Code of Conduct for staff and other adults

4. Communication/Monitoring/Review of this Policy and Procedures

This policy and procedures will be communicated to staff, pupils, and the wider community by:

- posting it on the school shared staff drive
- making a paper copy available on request from the school office
- discussing school policy and procedures during induction with new staff and other relevant adults including (where relevant) the staff Acceptable Use Agreement
- discussing Acceptable Use Agreements with pupils at the start of each year
- issuing Acceptable Use Agreements to external users of school systems (e.g. Governors) usually on entry to the school
- holding Acceptable Use Agreements in pupil and personnel files

The Online Safety Policy is also referenced in other school policies and procedures as outlined above.

5. Scope of the Policy

This policy and procedures apply to all members of the school (including staff, pupils, volunteers, parents, visitors, community users) who have access to and are users of our ICT systems, both in and out of school.

The Education and Inspections Act 2006 empowers Headteachers, to such extent as is reasonable, to regulate the behaviour of pupils when they are off the school site and empowers members of staff to impose disciplinary penalties for inappropriate behaviour. This includes incidents of cyberbullying (including prejudiced-based and discriminatory bullying), or other online safety related incidents covered by this policy and procedures, which may take place out of school, but is linked to membership of the school. The 2011 Education Act increased these powers in relation to the searching for, and of, electronic devices and the deletion of data. In the case of both acts, action can only be taken in relation to issues covered by the published Behaviour Policy and Procedures.

The school will deal with such incidents within this policy and procedures and the Behaviour Policy and procedures which includes anti-bullying procedures and will, where known, inform parents of incidents of inappropriate online safety behaviour that take place out of school.