



Online safety policy

Percy Hedley School

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Policy Control/Monitoring

Approved by: (Position in Organisation)	Director of Education
Date:	July 2024
Accountability: (Position in Organisation)	Online safety lead
Revision Cycle:	Annual
Brief details of amendments made	Added in AI updates and new KCSIE policy.

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The governing board will co-ordinate regular meetings with appropriate staff to discuss online safety, requirements for training, and monitor online safety logs as provided by the designated safeguarding lead (DSL).

The governing board should ensure children are taught how to keep themselves and others safe, including keeping safe online.

The governing board must ensure the school has appropriate filtering and monitoring systems in place on school devices and school networks and will regularly review their effectiveness. The board will review the DfE filtering and monitoring standards, and discuss with IT staff and service providers what needs to be done to support the school in meeting those standards, which include:

- Identifying and assigning roles and responsibilities to manage filtering and monitoring systems.

- Reviewing filtering and monitoring provisions at least annually.

- Blocking harmful and inappropriate content

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- Their rights, responsibilities and opportunities online, including that the same expectations of behaviour apply in all contexts, including online.
- About online risks, including that any material someone provides to another has the potential to be shared online and the difficulty of removing potentially compromising material placed online.
- Not to provide material to others that they would not want shared further and not to share personal material which is sent to them.
- What to do and where to get support to report material or manage issues online
- The impact of viewing harmful content
- That specifically sexually explicit material (e.g., pornography) presents a distorted picture of sexual behaviours, can damage the way people see themselves in relation to others and negatively affect how they behave towards sexual partners.
- That sharing and viewing indecent images of children (including those created by children) is a criminal offence that carries severe penalties including jail.
- How information and data is generated, collected, shared and used online
- How to identify harmful behaviours online (including bullying, abuse or harassment) and how to report, or find support, if they have been affected by those behaviours
- How people can actively communicate and recognise consent from others, including sexual consent, and how and when consent can be withdrawn (in all contexts, including online)

The safe use of social media and the internet will also be covered in other subjects where relevant.

Where necessary, teaching about safeguarding, including online safety, will be adapted for vulnerable children, victims of abuse and some pupils with SEND.

The school will raise parents/carers' awareness of internet safety in the weekly online safety blog via our website, and letters or other communications home. This policy will also be shared with parents/carers.

Online safety will also be covered during parents' visits and coffee mornings and training.

The school will let parents/carers know:

- What systems the school uses to filter and monitor online use
- What their children are being asked to do online, including the sites they will be asked to access and who from the school (if anyone) their child will be interacting with online

If parents/carers have any queries or concerns in relation to online safety, these should be raised in the first instance with the headteacher and/or the DSL.

Concerns or queries about this policy can be raised with any member of staff or the headteacher.

Definition

Cyber-bullying takes place online, such as through social networking sites, messaging apps or gaming sites. Like other forms of bullying, it is the repetitive, intentional harming of 1 person or group by another person or group, where the relationship involves an imbalance of power. (See also the school behaviour support policy & procedure.)

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- Sharing of abusive images and pornography, to those who don't want to receive such content

➤ Physical abuse, sexual violence and initiation/hazing type violence can all contain an online element

Training will also help staff:

Develop better awareness to assist in spotting the signs and symptoms of online abuse

Develop the ability to ensure pupils can recognise dangers and risks in online activity and can weigh up the risks.

Develop the ability to influence pupils to make the healthiest long-

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Appendix 2b: Appendix 4a: Acceptable use agreement for younger pupils (2, suggested KS2 and above)

Introduction

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When I am using the internet to find information, I should take care to check that the information is accurate, as I understand that the work of others may not be truthful and may be a deliberate attempt to mislead me.

I should have permission if I use the original work of others in my own work.
I should not use AI tools and generative chatbots (such as ChatGPT and Google Bard) to complete any of my class assignments or homework.

I understand that I am responsible for my actions, both in and out of school:

I know that I am expected to follow these rules in school and that I should behave in the same way when out of school as well.

I understand that if I do not follow these rules, I may be subject to disciplinary action. This could include loss of access to the school network/internet, detentions, suspensions, parents/carers contacted and in the event of illegal activities involvement of the police.

Learner Acceptable Use Agreement Form

I use the school systems and devices (both in and out of school)

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I will immediately report any illegal, inappropriate or harmful material or incident, I become aware of, to the appropriate person.

I will be professional in my communications and actions when using school systems:

I will not access, copy, remove or otherwise alter any other user's files, without their express permission.

I will communicate with others in a professional manner, I will not use aggressive or inappropriate language and I appreciate that others may have different opinions.

I will ensure that when I take and/or publish images of others I will do so with their permission and in accordance with the school's policy on the use of digital/video images. I will not use my personal equipment to record these images, unless I have permission to do so. Where these images are published (e.g., on the school website/VLE) it will not be possible to identify by name, or other personal information, those who are featured.

I will only use social networking sites in school in accordance with the school's policies.

I will only communicate with learners and parents/carers using official school systems. Any such communication will be professional in tone and manner.

I will not engage in any on-

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I will not disable or cause any damage to school equipment, or the equipment belonging to others.

I will only transport, hold, disclose or share personal information about myself or

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