Safer Use of Internet Policy

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Introduction

The resources purchased and used by pupils in school are carefully chosen by Senior Leaders, Subject Leaders and Class Teachers. Use of the Internet, by its nature, will sometimes provide access to information which has not been selected by the teacher. Whilst pupils will often be directed to sites which provide reviewed and evaluated sources, at times, they will be able to move beyond these, to sites unfamiliar to the teacher. The problems and issues that have been highlighted by the media concern all schools. Whilst some of the media interest is hype, there is genuine cause for concern that children might access unsuitable material either accidentally or deliberately.

Therefore, the purpose of this policy is to:
- Establish the ground rules we have in school for using the Internet

- Describe how these fit into the wider context of our Computing Curriculum, Safeguarding, Behaviour and 'Personal Social & Health Education' (PSHE) policies

- Demonstrate the methods used to protect the children from sites containing pornography, racist or politically extreme views and violence.

The school believes that the benefits to pupils from access to the resources of the Internet far exceed the disadvantages. Ultimately, the responsibility for setting and conveying the standards that children are expected to follow, when using media and information resources, is one the school shares with parents and guardians.

At Park View Primary School, we feel that the best recipe for success lies in a combination of site-filtering, of supervision and by fostering a responsible attitude in our pupils in partnership with parents. Parents receive the rules which form our Internet Acceptable Use Agreement upon admission to the school. This is issued with the 'Home School Agreement'.

Using the Internet for Education

The benefits include:
- Access to a wide variety of educational resources including libraries, art galleries and museums.

- Rapid and cost effective world-wide communication.

- Gaining an understanding of people and cultures around the globe.

- Staff professional development through access to new curriculum materials, experts' knowledge and practice.

- Exchange of curriculum and administration data with LA / DfE.

- Social and leisure use.

- Greatly increased skills in English, particularly in being able to read and appraise critically and then communicate what is important to others.

The school intends to teach pupils about the vast information resources available on the Internet, using it as a planned part of many lessons.

All staff will review and evaluate resources available on web sites appropriate to the age range and ability of the pupils being taught. As pupils gain experience, they will be taught how to use searching techniques to locate and gather specific information for themselves. Comparisons will be made between researching from different sources of information, (books, www). We hope that pupils will learn to decide when it is appropriate to use the Internet, as opposed to other sources of information, in terms of: the time taken; the amount of information found; the usefulness and reliability of information located.

At times, information, such as text, photos etc may be "downloaded" from the internet for use in pupils' presentations. Tasks will be set to encourage pupils to view web sites and information with a critical eye. Text and images will be checked and monitored by staff.

Our IT technicians, PC Edutech, reserve the right to examine or delete any files that may be held on the schools computer system or to monitor any internet or email activity on the network by both staff and children.

Pupils' Access to the internet

Park View Primary School use Bury Council's "filtered" internet service, which will minimise the chances of pupils encountering undesirable material. Park View Primary School only allow children to use the internet when there is a responsible adult present to supervise. However it is unrealistic to suppose that the teacher's attention will always be directed toward the computer screen. Every possible precaution will be made by staff to ensure appropriate use of the internet by children.

Members of staff will be aware of the potential for misuse, and will be responsible for explaining to pupils the expectation we have of them.

Teachers will have access to pupils' internet related files and will check these on a regular basis to ensure expectations of behaviour are being met. Individual teachers monitor pupils' internet related files.

Actions taken to ensure safe use of the internet by pupils

- The school buys into the Bury Local Authority service level agreement internet connectivity. This service provides security and filters malicious content (see SLA in school office)

- All pupils receive e-safety lessons in every year group, and take part annually in 'safer internet day'

- All pupils are expected to read and agree the Internet Acceptable Use Agreement

- At Park View Primary School, we expect all pupils to be responsible for their own behaviour on the internet, just as they are anywhere else in school. This includes materials they choose to access, and language they use.

- Pupils using the World Wide Web are expected not to deliberately seek out offensive materials. Should any pupils encounter any such material accidentally, they are expected to report it immediately to a teacher, so that the Service Provider can block further access to the site.

- Pupils are expected not to use any rude language in their communications and contact only people they know or those the teacher has approved.

- Pupils must ask permission before accessing the internet and 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 homework unless permission has been granted otherwise.

- No program files may be downloaded to the computer from the internet. This is to prevent corruption of data and avoid viruses.

- No personal information such as phone numbers and addresses should be given out and no arrangements to meet someone made unless this is part of an approved school project.

- Pupils consistently choosing not to comply with these expectations will be warned, and subsequently, may be denied access to internet resources. They will also come under the general discipline procedures of the school which comprises an escalating set of measures including a letter to parents and withdrawal of privileges

Social Media

It is important that we are able to use social media technologies and services when necessary. These need to be used effectively and flexibly. However, it is also important to ensure that we balance this with our duties to our school, the community, our legal responsibilities and our reputation.
This document aims to provide a framework of good practice that applies to all members of staff at the school, its purpose being to:-

- Protect the school from legal risks

- Ensure that the reputation of the school, its staff and its Governors are protected

- Safeguard all children

- Ensure that any users are able to clearly to distinguish that information provided via social media is legitimately representative of the school

Examples of social networking applications include, but are not limited to: Twitter, Facebook, Windows Live Messenger, YouTube, Snapchat, Flickr, Xbox etc…

Personal use of the internet and social media

- Staff are discouraged from accessing school Wi-Fi on personal devices such as mobile phones or other devices that are able to connect to the internet. This is because personal devices have not been subject to the same rigorous malware / virus checks that all school devices have and therefore the risk of a virus being transferred to the school network / systems is heightened.

- School staff will not invite, accept or engage in communications with parents or children from the school community in any personal social media whilst in employment at Park View Primary School

- Any communication received from children on any personal social media platform must be reported to the designated person for Child Protection (Mrs Rachel McClean)

- If any member of staff is aware of any inappropriate communications involving any child in any social media platform, these must be reported immediately as stated above.

- Members of school staff are responsible for securing all privacy settings to the highest possible levels on all personal social media accounts.

- Staff are advised to avoid posts or comments that refer to specific individual matters related to the school and members of its community on any social media accounts

- Staff are also advised to consider the reputation of the school in any posts or comments related to the school on nay social media accounts

- Staff should not accept any current pupil of any age or an ex-pupil of the school under the age of 18 as a friend, follower, subscriber or similar on an y personal social media accounts

School Website Guidance

The school website can celebrate good work, promote the school and publish resources for projects and homework, and link to other good sites of interest.

- No names and photographs that identify children will be included unless permission has been given by the parent/carer

- Home information and email identities will not be included; only the point of contact to the school (ie: phone number, school address and email)

- Group photos will only contain individuals whose parent/carer have agreed to their child's photograph being shown on our website and will not contain a names list

- Work displayed will be of the highest quality and reflect the status of the school

Internet Acceptable Use Agreement

All pupils and their parents/carers will be asked to read and sign an agreement covering the expectations we have of all pupils using the internet whilst in school.

Date: May 2021

To be reviewed: May 2024