

# **Bickerton Holy Trinity Church of England Primary School**



## **E-Safety Policy**

Person responsible for policy:

Paul Sweetnam

Approved:

28<sup>th</sup> March 2022

Signed:

Claire Carman, Chair of Governors

To be reviewed:

FGB 4 2025



### **Our School Prayer**

This is our school,  
Let peace be here,  
Let it be full of happiness.

Let love be here.

Love of one another,

Love of everyone,

Love of life itself,

And love of God.

Amen

### **Mission statement**

Respect for oneself and others is central to our mission of giving every child in our school the highest standard of education and care within a Christian community.

### **Our School Rules**

Respect and take care of each other.

Treat others how you would like to be treated.

Share and use the school's equipment carefully.

Listen to each other and to adults at school.

Help others to learn.

## **SECTION A: POLICIES**

### **General**

This section contains the policies that the governing body has decided shall apply to the school. Procedures specified by the head teacher to implement these policies are detailed in Section B.

The following terminology is used in this Section:

“may” indicates a suggestion by the governing body to the head teacher;

“should” indicates a recommendation by the governing body to the head teacher and indicates what the governing body considers to be best practice;

“must” indicates a mandatory requirement determined by the governing body.

Where the head teacher is unable to implement any mandatory requirement specified in this section he must report the fact to the next meeting of the governing body and, in urgent matters, to the chair of governors.

### **Aims and expectations**

This E-Safety Policy and Procedure aims to keep our children safe when using the internet, computers and other ICT devices. First, by increasing the children’s awareness of how to keep safe online and, secondly, by putting in place procedures in school to help the children to avoid harmful interactions and material.

### **General Principles**

The children in our school are growing up at a time when digital devices and the internet are increasingly an everyday part of their lives. Use of ICT can be a valuable tool which can contribute greatly to children’s learning and which can enthuse them. It can be a great way of keeping in touch – many families skype relatives who live far away. The internet can be a force for good but can also represent a danger to children. Whilst they may take for granted the ability to access such things as the internet, information, games and social media, children often only have a limited awareness of their potential dangers. In our school, we aim to enable children to make the most out of these technologies in a safe environment and to teach them,

in an unthreatening way, how to continue to be safe when using them in other settings. They need to know when something does not feel right and what to do about it. We need to give them the confidence to say 'no' and to seek help.

### **Monitoring**

The head teacher must monitor the effectiveness of this policy and report to the governing body the effectiveness of the policy with, if necessary, recommendations for improvements.

The head teacher must arrange for appropriate records to be maintained and reviewed.

## **SECTION B: PROCEDURES**

There are two main ways in which we enable our children to use the internet and digital technologies safely. First, by increasing children's awareness of the potential dangers and how to avoid them; secondly, by putting in place safeguards in school to protect children from harmful interactions and content.

### *Increasing awareness.*

Our PSHE curriculum places a large emphasis on e-safety. The scheme of work sets out the minimum content to be taught in each class. It also empowers teachers and other members of staff to react to and deal with issues if they arise, including issues around e-safety. (Ref: PSHE Policy.) We also use a new online scheme of work, EAWARE, which accompanies our PSHE scheme of work.

Assemblies are regularly used to reinforce messages around e-safety. Assemblies also raise other areas of PSHE which aim to increase children's confidence and resilience, so that they are equipped to cope with situations, resist pressure and seek adult help. (Ref: Wellbeing Policy; Safeguarding and Child Protection Policy.) Whole school assemblies are an important part of our efforts to safeguard our children. A small group of our children are our E-safety officers. A new team is made each year. They attend training with Cheshire Constabulary at the HQ in Winsford along with a teacher and teaching assistant, then pass on the messages in assembly time back at school.

Our computing curriculum places a large emphasis on promoting e-safety. Children are taught explicitly how to use the internet and electronic devices in a safe way, how to avoid giving information to others through choice or inadvertently, and what to do if something has gone wrong. When using ICT, for example as a research tool in class, children are taught how to do this safely. Safe sites may be set up for them to use or suggestions made as to where information can be found safely.

### *Procedures – safeguards in school*

We get our broadband and content filtering through Talk Straight. This provides a strong firewall against harmful content and interactions. This is not failsafe however, so there are

many other procedures in place. We also buy into the LA recommended anti-virus software which is automatically updated.

We have a digital devices policy which prohibits children from bringing phones, internet capable watches and similar equipment into school. This is circulated to parents.

The staff handbook prohibits use of personal equipment such as phones or cameras to take photos of children. Mobile phones may not be used in children's presence or when children are on the premises. If a member of staff needs to use a mobile or to make a phone call, this can be done in the head teacher's office or the staffroom after discussion with the head teacher.

Children are not allowed to use computers, i-pads or other internet-capable devices without adult supervision. If anything inappropriate comes up when using them, they know to tell the teacher immediately. This will be reported to the head teacher and the admin officer who will report it to the LA so that measures can be put in place to prevent repetition of such a breach of the firewall.

When children come into school in the morning, they may be allowed to go on computers or i-pads to access specific programs, for example to practise their times tables or to do reading comprehension quizzes. These are carefully controlled by the class teacher. Children are told what they may access as part of the normal routine of the class.

Information about e-safety and potential dangers is regularly posted on the school's website.

Children and parents know that all staff are available to talk to and, if there are any concerns, these will be acted upon immediately. Parents know that the safety of our children is paramount. Children know to tell a member of staff immediately if they are in any doubt about anything. This ethos is fundamental to our e-safety policy and procedure.