

Federation of Boscastle C.P. & Port Isaac C.P. Schools

E-safety Policy for Parents

Reviewed Spring 2017

Next Review Spring 2019

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

The internet and other digital and information technologies are powerful tools, which open up new opportunities for everyone. Electronic communication helps teachers and pupils learn from each other. The use of these exciting and innovative tools in school and at home has been shown to raise educational standards and promote pupil achievement.

The requirement to ensure that children and young people are able to use the internet and related communications technologies appropriately and safely is addressed as part of the wider duty of care to which all who work in schools are bound.

Many of these risks reflect situations in the off-line world and it is essential that this e-safety policy is used in conjunction with other school policies (e.g. behaviour, anti-bullying and child protection policies).

This provides a summarised version of the school's e-safety policy which is available in its entirety on our website or from the office.

Teaching and support staff

Teachers and support staff will be instrumental in ensuring that children are supported in developing their understanding of digital citizenship, acceptable use and e-safety.

All staff will be required to sign and abide by the staff and volunteer acceptable use policy which clearly defines what is and is not permissible when utilising school systems and equipment. Further they are bound by rules of professional conduct aimed at protecting children and their own professional integrity.

The policy ensures that all staff and volunteers including parent teacher association members will be responsible users and stay safe while using information technologies for educational, personal and recreational use.

Pupils

Pupils are responsible for using the school ICT systems in accordance with the Pupil acceptable use policy which they will be expected to sign. The policy was formulated in collaboration with children and encompasses the SMART Rules:

Safe- I will not give out personal information about myself

Meeting- I will not arrange to meet with people I have only met online

Accepting- I will not accept emails, instant messages, pictures, files or texts from people I don't know and trust

Reliable- I understand that not all information I receive via the internet is true or accurate

Tell- I will tell a parent or trusted adult if someone or something makes me feel uncomfortable or worried.

In addition the policy stipulates that children should behave, in accordance with the principles of good citizenship, responsibly and with the same good conduct online, as would be expected offline.

Technical –infrastructure/equipment, filtering and monitoring

The schools ICT systems are managed in ways that ensures the school meets e-safety requirements. Systems are in place to filter and monitor activity on line including reporting incidents. All users have clearly defined access rights to school ICT systems. There will be regular reviews and audits of the safety and security of the school ICT systems.

Responding the incidents of misuse

There may be times when infringements of the policy could take place, through careless, irresponsible or, deliberate misuse. There are a range of responses that will be made to any apparent or actual incidents or misuse. However, any illegal activity which involves child abuse, breaches of the Obscene Publication Act, criminally racist material or other criminal conduct, activity or material will be reported to the police.

Parents and Carers

E-Safety however, is not only a school issue. Parents must play an integral part in educating children about using communication technologies responsibly and safely. The messages need reinforcing. One of the ways in which this can be modelled is by ensuring that all communicating with school is through the formal channels i.e. school email, by phone or in person. It is not appropriate for parents to contact teachers through their personal phone (mobile or landline), by social media site or to request that teachers become friends on social media sites.

Finally we understand that parents want to take pictures of their children at the various events and activities that take place in school. All parents have given permission for the school to take photographs of the children for use by the school. However, this permission does not include parents' rights to photograph other children. Following the recent guidance from the Information Commissioner, the local authority advice regarding parents taking photographs in school states family photographs for personal use **only** are permitted. Where individuals want to use a photo in the press, on a website or magazine then child's parent/carer's permission or schools permission is required. This would obviously include posting any photographs on any social networking site such as "Facebook" Therefore, as a condition of taking photos and other images, parents need to ensure they do not upload the images of children who are not their own.

Signed S Duffy

Date 3/5/17