



## South Bersted CE Primary E-Safety Policy

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| <b>Web and/or Internal</b>                             | <b>Internal/Web</b>                    |
| <b>This policy should be reviewed every</b>            | <b>Every three years</b>               |
| <b>Policy approved by Governors</b>                    | <b>Autumn 2017</b>                     |
| <b>Date of Review</b>                                  | <b>Autumn 2020</b>                     |
| <b>Member of staff responsible</b>                     | <b>Business Manager</b>                |
| <b>Policy created by</b>                               | <b>WSCC Model Policy, personalised</b> |
| <b>Signed by Chair of Governors and/or Headteacher</b> |  |

### Introduction

Our aim in presenting an e-safety policy is to create a safe environment where we can both work and learn. This environment should be safe for both young people and adults alike.

E-safety is not purely a technological issue. The responsibility for e-safety must not be solely delegated to technical staff, or those with a responsibility for ICT.

Schools must therefore, firmly embed e-safety within all safeguarding policies and practices. This then makes that responsibility rest with of all those who work with young people whether in a paid or unpaid capacity.

No one policy or technology can create the safe learning and working environment we need. Schools can work towards this by combining the following:

1. **Policies** and Guidance.
2. **Technology** Based Solutions
3. **Education** in terms of acceptable use and responsibility

### Policies

The policies and guidance to help form safe environments to learn and work in include, but are not limited to:

- The school Acceptable Use Policy (AUP)
- The school Internet Filtering Policy
- The staff Guidance for the Safer Use of the Internet
- The Information Security Guidance

These policies set the boundaries of acceptable use. Schools need to use these policies however in conjunction with other policies including, but not limited to:

- The Behaviour Management Policy
- The Anti-Bullying Policy
- The Staff Handbook / Code of Conduct for Staff

## Technology

The technologies to help form a safe environment to learn and work include:

- Internet filtering
- Antivirus Software - regularly updated.

## Education

The education of young people is key to them developing an informed confidence and resilience that they need in the digital world.

The National Curriculum programme for ICT at Key Stages 1 to 4 makes it mandatory for children to be taught how to use ICT safely and securely. Together these measures form the basis of a combined learning strategy that can be supported by parents, carers, and the professionals who come into contact with children.

Educating young people in the practice of acceptable use promotes responsible behaviour and builds resilience. Personal, Social, Health and Citizenship Education (PSHCE) lessons can also provide an opportunity to explore potential risks, how to minimise these and to consider the impact of our behaviour on others.

We cannot realistically provide solutions to each and every potential issue arising in a rapidly changing world. As a result, young people must be able to transfer established skills and safe working practices to any new “e-activities” they encounter.

We recognise that it is equally important to ensure that the people who care for young people should have the right information to guide and support young people whilst empowering them to keep themselves safe.

## The 360° safe - the e-safety self-review tool

At South Bersted CE Primary the [360° safe self review tool](#) (provided by the South West Grid for Learning) is used. This tool is reviewed annually by the DH, SBM and ICT coordinator, to provide the following:

- Management information that can help the production or review of e-safety policies and develop good practice.
- A process for identifying strengths and weaknesses in the schools policies and practices.
- Opportunities for commitment and involvement from the whole school.
- A platform for the school to discuss how it might move from a basic level provision for e-safety to practice that is aspirational and innovative.