Petteril Bank Community School

E-safety Policy

Introduction

In line with current expectations the school has a computer system which gives the children access to the Internet. Usually, the resources used by pupils in school are carefully chosen by the teacher and determined by curriculum policies. Use of the Internet, by its nature, will 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 accidentally.

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 discipline and 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.
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.

Using the Internet for Education

The benefits include:

- access to a wide variety of educational resources including libraries, art galleries museums and a range of enhanced learning sites.
- 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 LEA/DFEE
- social and leisure use.

The school intends to teach pupils about the vast information resources available on the Internet, using it as a planned part of some lessons. Staff will review and evaluate resources available on web sites appropriate to the age range and ability of the pupils being taught and the subject leader will assist in the dissemination of this information.
Initially the pupils may be restricted to sites which have been reviewed and selected for content. They may be given tasks to perform using specific web sites. Pupils may also have the opportunity to exchange information via email with adult supervision.
As pupils gain experience, they will be taught how to use searching techniques to locate specific information for themselves. Comparisons will be made between research from different sources of information, (CD Rom, books, WWW). We hope pupils will begin to learn that it can sometimes be 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 of information located.

At times, information, such as text, photos etc may be "downloaded" from the Internet for use in pupils' work. Tasks may be set to encourage pupils to view web sites and to search for information.

Pupils' Access to the Internet

Our school will use CLEO. Cumbria County Council's "filtered" Internet Service, which will minimise the chances of pupils encountering undesirable material. School will normally 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. Members of staff will be aware of the potential for misuse, and will be responsible for explaining to pupils, the expectation we have of pupils.

Expectations of Pupils using the Internet

- ♦ At Petteril Bank Community 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.
- ♦ Pupils using the internet 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 must ask permission before accessing the Internet and before printing any material which they have found.
- ♦ Computers should only be used for schoolwork unless permission has been granted otherwise.
- ♦ No programs on disc or CD Rom should be brought in from home for use in school. This is for both legal and security reasons.

Web Site Guidelines

- ♦ A web site can celebrate good work, promote the school and link to other good sites of interest.
- ♦ Pupils' full names will not be used on the website.
- ♦ Photographs will be selected carefully and will try and not enable individual pupils to be clearly identified.
- ♦ Home information and e-mail identities will not be included only the point of contact to the school i.e. phone number, school address and e-mail to Head or Office.
- ♦ Group photos will not contain a names list.
- ♦ Work displayed will be of the highest quality and reflect the status of the school.

Virtual Learning Environment

A virtual Learning Environment can extend pupils learning experience both in school and at home. The school will continue to develop a virtual learning environment at present and this will evolve over time.

Expectations for staff use of technology

Staff will make every effort to ensure the internet is used safely by themselves and by pupils. Staff will ensure that they use school equipment, including teachers' laptops, appropriately and that inappropriate materials are not intentionally accessed at any time. Staff will use school cameras where ever possible to take photographs of children. Staff who use personal networking sites such as facebook, bebo, twitter etc will not identify the school or discredit the school in any way on these sites. Mobile phones are not permitted in classroom areas during teaching time.

Expectations of pupils and parents

We encourage all parents to safeguard their children and be aware of the dangers of using the internet unsupervised. Information to support parents is listed on the school website and updated as appropriate.

Parents also have responsibilities when using the internet. Uploading or posting of any text, pictures or video on the interest/social networking sites that upset, offend or threaten the safety of any member of the school community or brings the school into disrepute is not acceptable. We like to work in partnership with parents and we would welcome you to come into school and speak to staff if you have a problem.

Links to other policies
This policy should be read in conjuction with the school safeguarding policy, acceptable user statements and health and safety policy, this is not an exhaustive list.

Monitoring and review

This policy is monitored on a day-to-day basis by the head teacher, who reports to governors about the effectiveness of the policy on request. The policy will be reviewed every two years

This policy was agreed by the governing body on 21st May 2014

Date of next review May 2016

Signed_____(On behalf of the Governing Body)