

Duddon Saint Peter's School



E-Safety Policy

Managing internet access:

The school recognises that, under certain circumstances, the internet can give children access to undesirable information and images. Children are taught to use the facilities sensibly and with consideration for others.

Use of the internet:

- Virus protection is updated regularly.
- Children are only allowed to use the provided links by themselves. The free use of the internet is not permitted, unless in the presence of a teacher or other adult in school.
- The search engines used by children all offer a filtered list of links.
- Any child finding themselves uncomfortable or upset by anything they discover on the internet will report it to a teacher immediately.
- Downloading of files is restricted to staff.
- All internet access is filtered through a proxy server to screen undesirable sites at source.
- It is recommended that parents using the internet at home with children, develop a similar set of rules and invest in appropriate security software.
- All staff are asked to sign an 'Acceptable ICT Use Agreement'.

Email:

- Children do not have individual e-mail addresses.
- E-mails to classes are moderated by staff.
- Pupils are taught not to reveal personal details of themselves or others in email communication.
- Children will not engage in conversation or dialogue with other users on the internet without permission or supervision from their teacher.
- Egress is used as a means of sending secure emails which contain confidential information.

School web site:

- Contact details on the school web site are the school address, email address, telephone and fax numbers. Staff and pupil details are not published.

- The Head Teacher takes overall editorial responsibility and ensures that content is accurate and appropriate.
- Children are only referred to by first names on our web pages.
- Photographs which include pupils are selected carefully and do not enable individual pupils to be identified by full names.
- No close up pictures of children are available online.

Other technology:

- The use of mobile phones by pupils in school is not permitted.
- Staff, adult helpers and volunteers are instructed not to use their phones in classrooms, or when working with groups of children.

See also other policies: Tapestry; Data protection policy & procedure;

Signed:

Governor responsible

Signed:

Head teacher

Date: February 2018

Date of review *Spring 2019*