

Executive Summary of the Rimon's E Safety Policy

One of the key features of Rimon's E safety strategy is teaching pupils to protect themselves and behave responsibly while on-line.

Curriculum

- E safety is a regular feature of the curriculum, each term and is delivered through our S.E.L. and P.S.H.E. programmes. There is an expectation that over time, pupils will take increasing responsibility for their own behaviour and internet use so that they can be given more freedom to explore systems and applications with a lessening amount of supervision from staff.
- Pupils in Early Years and Key Stage One will learn how to be safe online, how to behave online and what to do if they do not feel safe online through learning about content, contact and conduct.

Content

The internet contains a vast store of information from all over the world which is mainly aimed at an adult audience and may be unsuitable for children. There the school will teach pupils about how to search the web safely and about how to verify information online. They will also learn how to block inappropriate images and what to do and who to talk to if they ever feel unsafe or are sent content that concerns them.

Internet and Search Engines

When using the internet, children should receive the appropriate level of supervision for their age and understanding. Teachers should be aware that often, the most computer-literate children are the ones who are most at risk. Primary school children should be supervised at all times when using the internet.

Contact

Chat rooms and other social networking sites can pose a real risk to children as users can take on an alias rather than their real names and can hide their true identity. The sites may be used by adults who pose as children in order to befriend and gain children's trust (known as "grooming") with a view to sexually abusing them. Children may not be aware of the danger of publishing or disclosing personal information about themselves such as contact details that allow them to be identified or located. They will learn about keeping safe on line and not posting personal information and photographs/videos.

Conduct

Children will learn about being polite and respectful online and about the netiquette of online communication. They will also be taught about being responsible and about what constitutes cyber bullying.

Cyber Bullying

- Cyber bullying will be dealt with quickly and effectively following the school's anti-bullying policy and procedures.
- Any incidents of cyber bullying should be reported to the e-safety officer who will notify record the incident on the incident report form and ensure that the incident is dealt with in line with the school's anti-bullying policy. Incidents should be monitored and the information used to inform the development of anti-bullying policies.
- Where incidents are extreme, for example threats against someone's life, or continue over a period of time, consideration should be given to reporting the matter to the police as in these cases, the bullying may be a criminal offence.
- As part of e-safety awareness and education, pupils should be told of the "no tolerance" policy for cyber bullying and encouraged to report any incidents to their teacher.

Sanctions

- If pupils accidentally access inappropriate image/ webpage at school the staff member will talk to the child and remove the image from the screen. They will also notify parents and the school's ICT provider. If pupils break the school E Safety rules there are a series of sanctions in place. The E safety officer and parents would be informed.

Social Networking Sites, Newsgroups and Forums

- Social networking sites such as Facebook, MySpace and Bebo allow users to publish information about themselves to be seen by anyone who has access to the site.
- These sites are not allowed to be used in school but it is likely that pupils will use these sites at home. Parents and pupils will be informed about the recommended age for use of these sites,, i.e. 13 for Facebook and the e-safety office will inform parents if pupils are using these sites at an inappropriate age.

School Website

- To ensure the privacy and security of staff and pupils, the contact details on the website should be the school address, email and telephone number. No contact details for staff or pupils should be contained on the website. This excludes direct school staff emails.
- Children's full names will not be published on the website. If a photo of a pupil is shared, the name of the pupil will not be printed.

Pupils with Special Needs

- Pupils with learning difficulties or disability may be more vulnerable to risk from use of the internet and will require additional guidance on e-safety practice as well as closer supervision.
- The SENCO is responsible for providing extra support for these pupils

Staff

- All staff sign an ICT User agreement and sanctions are followed if this is breached.
- There is regular E safety training that all staff have to attend. It is the responsibility of all staff to be aware of the issues and know what is expected of them in terms of their own acceptable use of the internet and other technologies.

E Safety Officer's Role

- Rimon has a designated E Safety Officer who is responsible for co-ordinating E safety policies on behalf of the school.
- This is Zoe Dunn and will be Sarah Campbell from January 2013. The E safety officer ensures they keep up to date with E safety issues and guidance through liaison with the Local Authority E Safety Officer and through organisations such as The Child Exploitation and Online Protection (CEOP). They also provide training to staff.

Please do consult the full E Safety Policy and the ICT User Agreement for further information about E safety at Rimon. Both of which, along with other useful resources, can be found on the school website under Internet Safety.

November 2013