

The Meadows School



Internet Safety Policy

Updated: February 2019

Waiting ratification by Governing Body

Review: February 2020

Contents

Introduction	1
Curriculum Organisation.....	1
ICT Policies	1
E-Safety Committee.....	1
Network Safety	2
Safety and Responsibilities for Staff	2
Safety and Responsibility for Students	3
Support for Parents.....	3

Introduction

At The Meadows School, we take Internet Safety very seriously and see it as our duty to keep students safe whilst using technology not only in school but also at home.

This also includes our responsibility to keep children safe from radicalisation and extremism (Prevent Duty).

The policy covers three main areas: Student safety, Staff responsibilities and Support for parents.

Curriculum Organisation

The Meadows School provides students with a broad and balanced age appropriate ICT curriculum in keeping with our distinctive ethos. ICT is a cross curricular subject for most students but a discrete subject for some students who have reached a certain stage of development. Individual student progress is monitored through formative, summative and on-going assessment and careful observation.

Students have the opportunity in 14-19 to gain accreditation for ICT through nationally recognised qualifications.

ICT learning is further augmented through the use of classroom-based computers and related assistive technology devices, where the emphasis is placed on using ICT capability to enable participation in, and to enrich and enhance, learning across the wider school curriculum.

ICT Policies

Staff need to be aware of school adopted ICT policies and how they affect the content of their teaching. These policies include Social Media Policy, Staff Acceptable Use Policy, Visitor/Volunteer Acceptable Use Policy and Wi-Fi Acceptable Use Policy.

E-Safety Committee

An E-Safety Committee comprises the ICT Network Manager, a nominated Governor, and the ICT Lead. Meetings will have minutes taken and these will be shared with SLT.

The group's responsibility is to annually review the E-Safety policy and Curriculum. The group meets twice a year and will meet further should the Government publish any new guidance regarding children's online safety.

Network Safety

The ICT Network Manager presently looks after the school's network.

A weekly meeting takes place between the ICT Network Manager and the ICT Lead, and during this meeting any issues with the Network and E-Safety issues are dealt with.

The school network is protected by a firewall, filtering and antivirus system, which is updated and monitored by the ICT Network Manager to ensure it is protecting staff and students from any forms of inappropriate material as well as any security implications. The Headteacher is given a weekly overview of any ICT breaches.

Safety and Responsibilities for Staff

Staff are required to read and sign an Acceptable User Policy (AUP) that clearly states the responsibilities when using technology in the work place. This will be signed when they commence their employment at The Meadows School and will be reinforced each year during the staff's E-Safety Session.

The AUP list the responsibilities of all staff and it covers the use of digital technologies in school, e.g. e-mail, internet, intranet and network resources, software, equipment and systems, and complements the General Teaching Council's Code of Practice for Registered Teachers.

E-Safety and Prevent training will be provided to all members of staff at least once a year, and it is each person's responsibility to attend these sessions. These sessions will be arranged by the Assistant Headteacher.

It is important staff ensure that students they are responsible for are using the Internet safely. High-risk students will be highlighted and staff will be made aware of these students.

Safety and Responsibility for Students

Although some students are unable to access the Internet we have a percentage of students who are able to use the Internet and therefore are at risk from either deliberately accessing inappropriate material or accidentally accessing harmful sites.

No child is able to access the Internet in school without parental consent. This consent form is filled in when the child commences their studies with the school and is kept on record until they leave; it will only need amending if a parent/carer would like to change it. Students are supervised in school while using the Internet.

Students will receive E-Safety training as part of their ICT lesson and curriculum, and will be taught how to use technologies in a responsible and safe way.

No child may appear on the school web site without their parent/carers consent. The consent form is completed when the child commences their studies with the school and is kept on record until they leave; it will only need amending if the parent/carer would like to change it.

Support for Parents

We believe it is our duty to support parent and carers in keeping their child safe while using technology within the home environment. Computers and other devices in the home are more open and do not have the security features that we have in school, which does make the child more vulnerable in their home environment.

The school web site will have information regarding E-Safety for parents/carers and young people.