Christ the King Catholic Primary School

Christ be our light and our guide

Our Vision: To provide an outstanding Catholic education with Christ as our light and our guide.

Internet Safety Policy

Date	Review Date	Coordinator
September 2018	September 2019	M Ryan

INTRODUCTION

The purpose of this policy is to make explicit the ways in which the Internet is used safely at Christ the King Catholic Primary School.

Aims for Internet Safety

To provide a learning environment with the highest standards of opportunity for children to achieve their full potential

As part of this aim we see access to the Internet as a powerful tool. We believe that access to

the Internet will:

- Enrich the quality of curriculum provision and extend learning activities
- Help us raise children's attainment
- Support teachers' planning and resourcing of lessons
- Enhance the school's management and administration systems, and
- Enhance staff development through access to educational materials, as well as the sharing of information and good curriculum practice between schools, support centres and educational authorities.

Inappropriate Material

Unfortunately, along with a wealth of useful educational sites on the Internet, there are also sites which contain inappropriate materials which it would be unacceptable for children to gain access to.

To ensure that children access the Internet within a safe environment, OneIT provide us with our internet service, which is filtered. This excludes unacceptable material through filtering lists of inappropriate sites to which access is barred when using the school's line.
However, there is a very small risk that inappropriate material may occasionally get through unfiltered.

We therefore follow the agreed guidelines below to ensure that children can access the Internet safely.

Guidance for staff

Teachers should:
- Ensure that they have received adequate training with Internet use before they supervise children's use of the Internet.
- Supervise children's use of the Internet.
- Train children in how to use the Internet.

- Ensure children are aware of and agree with the "Rules for Responsible Internet Use"(Appendix 1) before they grant children access to it.
- Give children clear objectives for Internet use *(e.g. structure children's access by specifying a site within which they are allowed to browse or by providing lists of suitable web sites from which the children should not stray).*
- Preview any web sites they intend to allow children access to, to ensure the sites do not contain inappropriate material and are suitable for the age and maturity of their pupils.
- Ensure that children are aware of the need to respect copyright of materials on the Internet and acknowledge the source of materials taken for use in their own work.
- Take prompt action if they or their pupils encounter inappropriate material on the Internet:
- Ensure children are shielded from unpleasant material (e.g. switch off the monitor and move children away).
- Inform the ICT co-ordinator/Head Teacher of any inappropriate site details as soon as possible
- Discipline children if they make inappropriate use of the Internet. Punishments should be in line with the school's Behaviour policy. These may include suspending a child's access to the Internet and informing parents of serious incidents. The Head Teacher should be informed of all incidents where a child has needed sanctioning for irresponsible use of the Internet.
- Monitor the use of e-mail closely: Incoming e-mail to children should be checked by a teacher wherever possible, before being read by children. Outgoing e-mail sent by children should be checked by a teacher before it is sent
- The forwarding of chain letters is not allowed
- Children should not send personal information (e.g. address and 'phone number) or arrange to meet someone, over the Internet.

Children should:
- Agree and follow the "Think before you click" guidelines
- Respect copyright and acknowledge the source of material they have used from the Internet.
- Inform a teacher immediately if they encounter any material that they feel is offensive or they think may cause offence to others.
- Be aware that their files held on the system may be reviewed by the teacher at any time.
- Be aware that they will incur sanctions if they make irresponsible use of the Internet.
- Only send polite e-mail messages to the addresses their teacher has specified and not include personal details (e.g. address, 'phone number).

The school will:

- o Inform all parents that their children will be provided with supervised Internet access as part of the school's curriculum.
- o Inform all parents of the school's "Think before you click" guidelines which their children will be expected to abide by in order to ensure a safe environment.
- o Answer parents' queries and concerns about their child's use of the Internet and our safeguards to protect them from unpleasant material.

(Parental permission will *not* be called for by the school before a child is allowed to gain access to the Internet).

The school website

The school web site provides information for parents, a showcase for school events, useful links for children, parents and teachers.

APPENDIX 1

CHRIST THE KING "THINK BEFORE YOU CLICK" GUIDELINES

We ask permission before using the internet.

We only use websites our teacher has chosen.

We tell an adult if we see anything we are uncomfortable with.

We immediately close any webpage we are uncomfortable with.

We only email people an adult has approved.

We send e-mails that are polite and friendly.

We never give out personal information or passwords. We never arrange to meet anyone we don't know.

We do not open e-mails sent by anyone we don't know.

We do not use Internet chat rooms.

LETTER TO PARENTS

Dear Parents,

At Christ the King we aim to provide a high quality learning environment for your child, using the best resources and equipment available. As part of this aim, we encourage children to make use of the Internet for research work and to extend their learning activities. The Internet allows us to access a wealth of exciting, informative and up-to-the-minute information.

In order to combat the problem of children accessing unsuitable material through the Internet, we use an Internet Service Provider which has been recommended by Local Authority. This Internet Service Provider filters out the material which is unsuitable for children and stops them from being able to view it on the school computers.

We also operate strict rules for using the Internet (see below) and the children are only allowed to access the Internet when being supervised by a teacher.

The Internet is an exciting and stimulating resource which will enhance your child's education, It will also assist us in ensuring that your child develops a good understanding of Information Communication Technology which is so important in today's world.

Headteacher:	M. Ryan	Date:	September 2018
Chair of Governing Body:		Date:	September 2018