

**SACRED HEART CATHOLIC PRIMARY SCHOOL  
HINDLEY GREEN**



# **Internet Use Policy**

ADOPTED BY GOVERNORS ON;

28<sup>th</sup> June 2018

REVIEW DATE:

28<sup>th</sup> June 2020

## **Safeguarding Children**

Sacred Heart Catholic Primary school is committed to providing a safe and secure environment for children, staff and visitors and promoting a climate where children and adults will feel confident about sharing any concerns which they may have about their own safety or the well-being of others. We aim to safeguard and promote the welfare of children by protecting them from maltreatment; preventing impairment of children's health or development; ensuring that children grow up in circumstances consistent with the provision of safe and effective care; and taking action to enable all children to have the best outcomes.

The School's Safeguarding policy draws upon duties conferred by the Children Acts 1989 and 2004, The Children and Families Act 2014, S175 of the 2002 Education Act, and the guidance contained in "*Working Together to Safeguard Children*", the DfE's statutory guidance "*Keeping children safe in education*", Guidance and procedures produced by the Wigan Safeguarding Children Board. We also have regard to the advice contained in DfE's "*What to do if you're worried a child is being abused*" and "*Information Sharing – Advice for practitioners*". The policy is applicable to all on and off-site activities undertaken by pupils whilst they are the responsibility of the School.

## **Internet Safety**

All pupils, at Sacred Heart Catholic Primary School, have the facility to use computers including Internet access as an essential part of their learning and in-line with defined taught objectives within the National Curriculum. The Internet enables users to obtain information and resources, to communicate with each other and to publish information. It effectively consists of a worldwide system of computer networks where users at any one computer can, if they have permission, access information made available on other computers.

Accessing the Internet has many benefits:

- It enables instant access to a vast range of cultural, educational and intellectual material, which might not otherwise be freely or readily available, and as such, provides a powerful resource for learning.
- It extends the access to resources far beyond the school - to museums, galleries and organisations of every kind.
- Access to interactive resources so that pupils can, interact, dissect and see how things work.
- Access to educational videos and media to enhance learning across all areas of the curriculum
- It also provides efficient means of communicating, including video conferencing, and can remove barriers to communication.

These general rules help us to stay safe on the Internet:

- ✓ **Think then click**
- ✓ When new to using the Internet – we only use it when an adult is present
- ✓ We use the Internet as part of directed work – part of lessons / homework
- ✓ We can click on the buttons or links when we know what they do
- ✓ We always ask if we get lost on the Internet or if something unexpected appears or occurs.
- ✓ When communicating or publishing materials on the Internet / Social Media – it is polite, friendly and adults are made aware of what we are posting.
- ✓ If inappropriate materials are displayed, simply back click and inform an adult immediately.

In school, Securus is used to track and digitally record inappropriate material accessed or used on the school computers – images and words.

The children are regularly reminded about safe internet use through discrete teaching as part of the Computing curriculum and regular assemblies, briefings, messages and posters shared by the school's E-Safety Mentors – a working group within school whose aim is to raise the profile of E-Safety Messages.

## **Internet at home**

When using Internet service from home, parents must take responsibility for children's safe use of the Internet.

Some handy hints for use of Internet at home:

- ✓ Always supervise your children when they are using the Internet.
- ✓ Talk to your children and agree what is acceptable use in your family.
- ✓ Consider the use of content filtering and protection software.
- ✓ Point your children towards sites and services which are known to be checked and filtered.
- ✓ Engage your children in dialogue about E-safety at home.

Pupils and their parents/carers are asked to sign the accompanying sheets to show that the E-Safety Rules have been both shared and agreed.

## **Think then Click**

Basic E-Safety Rules to be adhered to in school and at home.

These rules can help us to stay safe on the Internet



We only use the internet when an adult is with us

We can click on the buttons or links when we know what they do.



We can search the Internet with an adult.

We always ask if we get lost on the Internet.



We can send and open messages together.

We can write polite and friendly messages to people that we know.



## **Use of Digital / Video Images**

The use of digital / video images plays an important part in learning activities. Pupils and members of staff may use digital cameras to record evidence of activities in lessons and out of school. These images may then be used in presentations in subsequent lessons.

Images may also be used to celebrate success through their publication in newsletters, on the school website and occasionally in the public media.

The school will comply with the General Data Protection Regulations, 2018 and request parents / carers permission before taking images of members of the school. We will also ensure that when images are published that the young people cannot be identified by the use of their names. We would like to use the images on the school website and the school blog. Parents are requested to sign the permission from below to allow the school to take and use images of their children.

## **Agreement (your copy)**

As the parent / carer of the pupil I agree to the school taking and using digital and video images of my child / children. I understand that the images will only be used to support learning activities or in publicity that reasonably celebrates success and promotes the work of the school.

I agree that if I take digital or video images at, or of, – school events which include images of children, other than my own, I will abide by these guidelines in my use of these images.

**Sacred Heart Catholic Primary School  
Hindley Green  
E-Safety Rules**

*All pupils use computer facilities including Internet access as an essential part of learning, as required by the Curriculum. Pupils and their parents/carers are asked to sign to show that the E-Safety Rules have been understood and agreed.*

*Pupil:*

*Class*

**Pupil's Agreement**

- I have read and I understand the school e-Safety Rules.
- I will use the computer, network, mobile phones, Internet access and other new technologies in a responsible way at all times.
- I know that network and Internet access may be monitored.

*Signed:*

*Date:*

**Parent's Consent for Internet Access**

I have read and understood the school E-safety rules and give permission for my son / daughter to access the Internet. I understand that the school will take all reasonable precautions to ensure that pupils cannot access inappropriate materials but I appreciate that this is a difficult task.

I understand that the school cannot be held responsible for the content of materials accessed through the Internet. I agree that the school is not liable for any damages arising from use of the Internet facilities.

*Signed:*

*Date:*

*Please print name:*

Please complete, sign and return to the school office

## Use of Digital / Video Images

As the parent / carer of the pupil I agree to the school taking and using digital / video images of my child / children. **I understand that these images may be used on the school website, Twitter account and the school blog.**

I understand that the images will only be used to support learning activities or in publicity that reasonably celebrates success and promotes the work of the school.

I agree that if I take digital or video images at, or of, school events which include images of children, other than my own, I will abide by the school guidelines in my use of these images.

Student / Pupil Name	
Parent / Carers Name	
Signed	
Date	

*Please sign and return to school as soon as possible*

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Student / Pupil Name	
Parent / Carers Name	
Signed	
Date	

***PARENTS COPY TO KEEP AT HOME***