# ONLINE SAFETY POLICY

September 2020

This policy should be read alongside Cuddington Primary School's policies and procedures on child protection and safeguarding. More information about safeguarding and child protection can be found at learning.nspcc.org.uk/key-topics/safeguarding-and-child-protection.

## The purpose of this policy statement:

Cuddington Primary School works with children to develop their emotional and social needs alongside ensuring that they make academic progress and achieve their full potential.

The purpose of this policy statement is to:

- ensure the safety and wellbeing of children is paramount when adults and children are using the internet, social media or handheld devices
- provide staff and volunteers with the overarching principles that guide our approach to online safety
- ensure that, as a school, we operate in line with our values and within the law in terms of how we use online devices.

The policy statement applies to all staff, volunteers, children and anyone involved in Cuddington Primary School's activities. In light of the recent global pandemic, this agreement is essential in ensuring the safety of our children when working online especially if they are completing learning at home.

## Legal Framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England. Summaries of the key legislation and guidance are available on:

- online abuse https://learning.nspcc.org.uk/child-abuse-and-neglect/online-abuse
- bullying https://learning.nspcc.org.uk/child-abuse-and-neglect/bullying
- child protection https://learning.nspcc.org.uk/child-protection-system

## We believe that:

- children should never experience abuse of any kind

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- children should be able to use the internet for education and personal development, but safeguards need to be in place to ensure they are kept safe at all times.

## We recognise that:

- the online world provides everyone with many opportunities however, it can also present risks and challenges
- we have a duty to ensure that all children and adults involved in our organisation are protected from potential harm online
- we have a responsibility to help keep children safe online, whether or not they are using our network and devices
- all children, regardless of age, disability, gender reassignment, race, religion or belief, sex or sexual orientation, have the right to equal protection from all types of harm or abuse
- working in partnership with children, their parents, carers and other agencies is essential in promoting children's welfare and in helping them to be responsible in their approach to online safety.

## We will seek to keep children safe by:

- appointing an online safety coordinator
- providing clear and specific directions to staff and volunteers on how to behave online through our behaviour code for adults
- supporting and encouraging our children to use the internet, social media and handheld devices in a way that keeps them safe and shows respect for others
- supporting and encouraging parents and carers to do what they can to keep their children safe online
- developing an online safety agreement for use with children and their parents/carers
- developing clear and robust procedures to enable us to respond appropriately to any incidents of inappropriate online behaviour, whether by an adult or a child/young person
- reviewing and updating the security of our information systems regularly
- ensuring that user names, logins, email accounts and passwords are used effectively
- ensuring personal information about the adults and children who are involved in our school is held securely and shared only as appropriate
- ensuring that images of children are used only after permission has been obtained, and only for the purpose for which consent has been given
- providing supervision, support and training for staff and volunteers about online safety
- examining and risk assessing any social media platforms and new technologies before they are used within the school.

## If online abuse occurs, we will respond to it by:

- having clear and robust safeguarding procedures in place for responding to abuse (including online abuse)
- providing support and training for all staff and volunteers on dealing with all forms of abuse
- making sure our response takes the needs of the person experiencing abuse, any bystanders and our school as a whole into account
- reviewing the plan developed to address online abuse at regular intervals, in order to ensure that any problems have been resolved in the long term.

## Related policies and procedures:

This policy statement should be read alongside our organisational policies and procedures, including:

- Child protection
- Code of conduct for staff and volunteers
- Anti-bullying policy and procedures
- Photography and image sharing guidance

## Contact details

Online safety coordinator

Name: Miss S Knight

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Lead for safeguarding and child protection:

Name: Mrs S Mills

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We are committed to reviewing our policy and good practice annually. This policy was last reviewed on: 18.08.20