

# Moor Nook Community Primary School



Online Safety Policy

September 2022

## **Moor Nook Primary School aims to provide quality teaching and learning outcomes for all its pupils.**

### OVERVIEW

Moor Nook has made significant investment in information technology and computer systems to support teaching and learning and to give learners the opportunity to seek information and carry out research. Access to the internet carries with it the danger that pupils could find and view material that is unsuitable for them or that they could be put at risk from cyber bullying, unwanted and inappropriate contacts. This policy seeks to ensure that the internet and other forms of information communications technology is used appropriately for learning but with safeguards to protect pupils from harm.

### OBJECTIVES

1. To ensure that pupils access to inappropriate sites and locations is restricted.
2. To ensure that the use of the internet is for proper purposes related to the teaching, learning and curriculum of Moor Nook.
3. To protect pupils from harm and upset that could be caused through giving them access to inappropriate sites, materials, images and contacts.
4. To make pupils aware that there are inappropriate sites that are harmful and so must be avoided in school and at home.
5. To encourage pupils to report immediately any inappropriate, sites, materials or contacts that they find on the internet either at school or at home.
6. To ensure that pupils do not suffer from abuse by other pupils, including abuse by sexting
7. To ensure that Moor Nook complies with section 127 of the communications Act 2003 and the recommendations of the Byron Report 2008.
8. To ensure any issues that arise around online safety are reported.

### STRATEGIES

1. As some mobile communication devices and phones now have internet access pupils bringing any mobile device into Moor Nook will be required to have it switched off at all times on school premises and left in the office until they leave for home.
2. Appropriate Firewalls will be put in place and must be enabled at all times on all the Moor Nook computers.
3. Staff must always check that Firewalls are in place before pupils are allowed to access the internet.
4. Staff must not disable or bypass Firewalls on any Moor Nook owned computer under any circumstances or at any time.
5. Pupils must be supervised by adults at any time that they are given access to the internet.
6. Staff must only use computers for school purposes. Moor Nook computers used by staff either at home or in school must not be modified or used for personal use.

7. If pupils bring digitally stored information into school on disk or on pen drive or by other means, staff must check the suitability of the information before it is played on Moor Nook computers.
8. Pupils must be encouraged to notify staff if they at any time come across unsuitable material on a computer or if they feel threatened or harassed by any form of cyber bullying.
9. Staff must notify the headteacher immediately if they find unsuitable or inappropriate material on a computer, mobile phone or storage device or if they find that a learner is the subject of cyber bullying.
10. Spot checks and audits will be carried out from time to time to ensure that computers are being used appropriately.
11. Incidents of inappropriate use of ICT or of cyber bullying will be reported to the headteacher/DSLs and records will be kept.

## OUTCOMES

Pupils and staff will be able to enjoy and use of ICT to enhance teaching, learning and the curriculum and to access useful educational information and materials, without risk of harm or upset.

Review Date – November 2023