

## **E safety, internet access policy**

### **Introduction**

HTPD believes that the use of information and communication technologies in schools brings great benefits. Recognising the e-safety issues and planning accordingly will help to ensure appropriate, effective and safe use of electronic communications. At HTPD, we understand the responsibility to educate our pupils on eSafety issues; teaching them the appropriate behaviours and critical thinking skills to enable them to remain both safe and legal when using the internet and related technologies, in and beyond the context of the classroom.

The leading government body for ICT in education, Becta, says that "all schools have a responsibility to filter both access to the internet at school and any access pupils are given as part of home-school links."

Childnet International equates the internet to bringing a city into your living room: there are exciting places for children to go and enjoy, but also lots of places where you wouldn't want children to go unsupervised. The main dangers for children are:

- Potential contact from someone online who may wish to harm them. Children must re-learn the 'stranger-danger' rule in a new context and never give out personal details or meet alone with anyone they've contacted via the internet
- Inappropriate content that children may be viewing. It is important to agree the ground rules about where the children can go and how they behave
- Excessive commercialism and advertising which invades children's privacy. Encourage children not to fill in forms which ask for lots of personal details

### **Why use the internet?**

- The purpose of Internet use in school is to raise educational standards, to promote pupil achievement, to support the professional work of staff and to enhance the school's management functions.
- Internet use is part of the statutory curriculum and a necessary tool for learning.
- Internet access is an entitlement for students who show a responsible and mature approach to its use.
- The Internet is an essential element in 21st century life for education, business and social interaction. The school has a duty to provide students with quality Internet access as part of their learning experience.
- Pupils use the Internet widely outside school and will need to learn how to evaluate Internet information and to take care of their own safety and security.

## **Safety concerns and advice**

- HTPD will appoint an e-Safety Coordinator. This may be the Designated Child Protection Coordinator as the roles overlap.
- Our e-Safety Policy has been written by the school, building on government guidance. It has been agreed by the senior management and approved by governors.
- Pupils should be taught to be critically aware of the materials they read and shown how to validate information before accepting its accuracy.
- The security of the school information systems will be reviewed regularly.
- Whole-class or group e-mail addresses should be used.
- The contact details given on the website should be the school address, e-mail and telephone number. Pupils' personal information must not be published.
- The schools will block/filter access to social networking sites.
- Pupils will be advised never to give out personal details of any kind which may identify them and / or their location. Examples would include real name, address, mobile or landline phone numbers, school attended, IM and e-mail addresses, full names of friends, specific interests and clubs etc.
- Blocking strategies operated by Surrey will prevent access to a list of unsuitable sites.
- Emerging technologies will be examined for educational benefit and a risk assessment will be carried out before use in school is allowed.
- The school will take all reasonable precautions to ensure that users access only appropriate material. However, due to the global and connected nature of Internet content, it is not possible to guarantee that access to unsuitable material will never occur via a school computer. HTPD cannot accept liability for the material accessed, or any consequences resulting from Internet use.
- Any complaints of Internet misuse will be dealt with by a senior member of staff.
- E-Safety rules will be posted in rooms with Internet access.
- Pupils will be informed that network and Internet use will be monitored.
- Instruction in responsible and safe use should precede Internet access.

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