

Internet use and online-safety

The Internet is an essential element in 21st century life for education, business and social interaction. The school has a duty to provide pupils with quality Internet access as part of their learning experience and Internet use is a part of the statutory curriculum and a necessary tool for staff and pupils. Effective Internet use is an essential life skill for all pupils to master.

The statutory curriculum requires pupils to learn how to locate, retrieve and exchange information using ICT. Consequently, in delivering the curriculum teachers need to plan to integrate the use of communications technology such as web-based resources and email to enrich and extend learning activities.

Internet use will enhance learning

- Filtering of the school's internet access is managed for us by Norfolk County Council
- Pupils will be taught what Internet use is acceptable and what is not and given clear objectives for Internet use
- Pupils will be educated in the effective use of the Internet in research and will be shown how to publish and present information to a wider audience
- Pupils will be taught the importance of cross-checking information before accepting its accuracy
- At Key Stage 1, access to the Internet will be by adult demonstration or with directly supervised access to specific, approved on-line materials
- At Key Stage 2, general surfing of the Internet for information (although a skill which needs to be taught) isn't always productive and is difficult to supervise, so access to the Internet will often be organised by the class teacher using specific, approved (by the teacher) on-line materials. Pupils can then search the site for information safely
- If pupils require photographs or pictures for their work in school they should use search engines such as www.picsearch.com (recommended by ICT Solutions) but teachers will still monitor its use as no Internet picture site can be considered totally safe
- Pupils will be taught how to report unpleasant Internet content i.e. they will **immediately stop using the computer and report the incident to the class teacher in the first instance. The class teacher will pass the information onto the ICT subject leader or Headteacher**
- Reminder information about online safety will be sent out to parents at least once a year and uploaded onto the school website.

To ensure information system security

- The school's ICT systems security will be reviewed regularly by our Local Authority ICT technician
- Virus protection will be updated regularly

E-mail

- Pupils may only use approved e-mail accounts on the school system, including the VLE email facility
- Pupils must immediately tell a teacher if they receive an offensive e-mail
- In e-mail communication, pupils must not reveal their personal details or those of others.

Published content and the school web site

- The Headteacher and ICT subject leader will take overall editorial responsibility of the website and ensure that content is accurate and appropriate.

Social networking and personal publishing

- The school does not allow access to social networking sites, but will educate pupils in their safe use
- Pupils will be advised never to give out personal details of any kind which may identify them, their friends or their location
- Pupils and parents will be advised that the use of social network spaces outside school brings a range of dangers for primary aged pupils.
- Pupils will be advised to use nicknames and avatars when using social networking sites.

Managing filtering

- The school will work with Norfolk County Council (ICT Solutions) to ensure systems to protect pupils are reviewed and improved. Senior staff will ensure that regular checks are made to ensure that the filtering methods selected are appropriate, effective and reasonable.

Managing emerging technologies / mobile phones

- Emerging technologies will be examined for educational benefit and a risk assessment will be carried out before use in school is allowed.
- Pupils should not need to bring mobile phones into school. If, for exceptional reasons, a parent requests that a pupil brings in a mobile phone, the phone should be handed into the office first thing in the morning.

Assessing risks

The school will take every reasonable precaution to keep pupils safe and to prevent pupils from accessing inappropriate materials. The steps include a filtered Internet service, safe access to email and teaching online safety skills to pupils. However, due to the international scale and linked nature of Internet content, it is not possible to guarantee that unsuitable material will never appear on a computer connected to the school network. Ultimately, neither the school nor Norfolk County Council can accept liability for the nature and content of materials accessed through the Internet.

The school can check children's computer files, the websites they visit and their usage of the VLE. Parents will be informed if there are concerns about a child's online safety or online behaviour.

Teaching pupils about online safety

- Online safety is part of the school's computing curriculum. Children will be reminded about safe use of the internet at regular times during the school year and always at the beginning of the new school year
- Children in Key Stage 2 will be expected to sign a consent form indicating that they will follow the school's 'Rules for responsible computer and internet use' and Childnet 'Be smart on the internet' posters will be clearly displayed in classrooms.
- Children in Key Stage 1 will be gradually introduced to these rules as and when appropriate

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- Parents are encouraged to support the school by promoting safe use of the Internet and digital technology at home. Useful websites for parents to browse include:

Childnet	http://www.childnet.com/
Internet Matters	http://www.internetmatters.org
Think you know	http://www.thinkuknow.co.uk
KidSMART	http://www.kidsmart.org.uk
CBBC staysafe	http://www.bbc.co.uk/cbbc/curations/stay-safe

By ticking the consent section for 'Internet use and online safety' you will be giving permission for your child to have access to use the Internet, the VLE, school email and other ICT facilities at school.