CROXBY PRIMARY ACADEMY

E-SAFETY POLICY

Effective Date: March 2021

Date of minuted approval by the Board of Governors:

Review Committee: Primary Local Board

Review Date: March 2023

Rationale

The education of *pupils* in online safety is an essential part of the academy's online safety provision. Children and young people need the help and support of the academy to recognise and avoid online safety risks and build their resilience. Online safety should be a focus in all areas of the curriculum and staff should reinforce online safety messages across the curriculum. The online safety curriculum should be broad, relevant and provide progression, with opportunities for creative activities and will be provided in the following ways.

Aims

- teach pupils to become responsible, respectful and competent users of data, information and communication technology.
- teach pupils to understand the importance of governance and legislation regarding how information is used, stored, created, retrieved, shared and manipulated.
- equip pupils with skills, strategies and knowledge that will enable them to reap the benefits of the online world, whilst being able to minimise risk to themselves or others.
- exceed the minimum government recommended/statutory guidance for online safety.

Guidelines

Online safety has a high profile at Croxby for all stakeholders. We ensure this profile is maintained and that pupil needs are met by the following:

- a relevant up-to-date online safety curriculum which is progressive from Early Years to the end of Year 6.
- a curriculum that is threaded throughout other curriculums and embedded in the day-to-day lives of our pupils.
- training for staff and governors which is relevant to their needs and ultimately positively impacts on the pupils.
- scheduled pupil voice sessions and learning walks steer changes and inform training needs.
- through our home/the academy links and communication channels, parents are kept up to date with relevant online safety matters, policies and agreements. They know who to contact at the academy if they have concerns.
- staff have read the Trust ICT Acceptable Use Policie which are signed and copies freely available on the Trust website.
- our academy policy clearly states how monitoring of online safety is undertaken and any incidents/infringements to it are dealt with.
- filtering and monitoring systems for all our online access

We aim to provide online safety for all pupils and our teachers will ensure that:
- the online safety curriculum is delivered and links made to this whenever appropriate
- they stay up-to-date with current online safety information/vocabulary
- they complete staff online surveys and attend appropriate training sessions

- they read, understand and help promote the academy's eSafeguarding policies and guidance
- they read, understand and adhere to the academy staff Acceptable Use Policy
- they report any suspected misuse or problem to the eSafeguarding Coordinator
- they develop and maintain an awareness of current eSafeguarding issues and guidance
- they model safe and responsible behaviours in their own use of technology
- they embed eSafeguarding messages in learning activities across all areas of the curriculum.
- they supervise and guide pupils carefully when engaged in learning activities involving technology
- they understand and be aware of incident-reporting mechanisms that exist within the academy

The designated online safety lead will ensure that:
- pupil voice for online safety is completed annually and results used to inform planning and teaching
- internet safety days and visitors are planned to enhance the importance of online safety
- any up-to-date online safety information is shared with staff/parents/children as appropriate
- they promote an awareness and commitment to eSafeguarding throughout the academy
- they are the first point of contact on all eSafeguarding matters
- they develop an understanding of current eSafeguarding issues, guidance and appropriate legislation
- they ensure that all members of staff receive an appropriate level of training in eSafeguarding issues through staff CPD
- eSafeguarding education is embedded across the curriculum
- eSafeguarding is promoted to parents and carers
- Safeguarding incidents are logged correctly using CPOMs.

Implications for the whole academy will be:
- a series of specific eSafeguarding-related lessons will be provided in every year group/specific year groups as part of the Computing curriculum / PSHE curriculum / other lessons.
- we will celebrate and promote eSafeguarding through assemblies and whole- academy activities, including promoting Safer Internet Day each year.
- we will discuss, remind or raise relevant eSafeguarding messages with pupils routinely wherever suitable opportunities arise during all lessons; including the need to protect personal information, consider the consequences their actions may have on others, the need to check the accuracy and validity of information they use and the need to respect and acknowledge ownership of digital materials.
- any internet use will be carefully planned to ensure that it is age appropriate and supports the learning objectives for specific curriculum areas.
- pupils will be made aware of where to seek advice or help if they experience problems when using the internet and related technologies; i.e. parent or carer, teacher or trusted staff member, or an organisation such as Childline or the CEOP report abuse button