

E-safety Policy for Westacre Infant School

The internet and other digital and information technologies are beneficial tools to all children's learning and we support the children in our care to be made aware of how to use these tools appropriately and safely. All staff working at Westacre Infant School are made fully aware of e-safety and how to use it safely with the children. This e-safety policy will specify how we will endeavour to ensure all children and staff benefit from the use of the internet and information technology and the precautions that are in place to safeguard them from it.

Westacre Infant School - e-safety co-ordinator is: Mrs C Smith

Why is Internet use important?

The internet is part of everyday life and in education, it is important for children to develop this tool in their learning. Many children will use the internet outside of school and need to learn how to keep safe on the internet.

How we use the Internet to enhance learning

Internet access is planned to enrich and extend children's learning activities. The access levels to the internet are reviewed to reflect the curriculum requirements and ages of the pupils. Staff will help guide the children in on-line activities that will support the learning outcomes for their age.

Managing Information systems

It is important to review the security of the whole system from user to internet and to ensure that the children and conformation on the internet is secure. The security of the school is protected by Wolverhampton LA. This is a service we buy into; it stops inappropriate website from opening. All computers have virus protection installed and are updated regularly.

How e-mail is managed

E-mail is a useful way to communicate with parents about current activities and events in school. Policy Central e-safety software is installed to monitor inappropriate usage.

How published content will be managed

Permission is obtained from parents stating whether or not photographs of their child can be used. Photographs are never accompanied by the child's. All parents have the e-mail address and telephone number of the school. No member of staff gives out their personal contact details.

Social networking and personal publishing

Many parents and staff use social networking sites in today's society. Staff are informed not to use social networking sites to discuss work matters. Every member of staff is asked to secure their networking sites and photographs. Parents must not display any photos taken during school events or trips on a social networking site.

How filtering will be managed

In the case of the children using the internet a member of staff will be present at all times to ensure they are accessing sites of a suitable content. Anything that appears unsuitable or offensive will be brought to the e-safety co-ordinators attention. This should not happen with Wolverhampton LA monitoring and blocking inappropriate sites and links. All sites that the pupils have access to will be age appropriate and relevant to their learning. Policy Central e-safety software is installed to further monitor internet usage. This is checked each week who will report any incident to the Head Teacher and E-Safety Leader.

How Internet access will be authorised

Parents are asked to sign our e-safety agreement before their child is allowed to use the internet. All staff will use and view sites before introducing them to the children.

How e-safety be introduced to pupils

Staff will show the children how to use the sites that are appropriate for them.

How this policy will be discussed with staff

All staff are made aware of Westacre Infant Schools e-safety policy and the importance of this policy. Staff will be made aware that internet usage at school can be monitored and traced to the individual user. Discretion and professional conduct is essential. Staff are to consider who they invite to be their friends on social chat rooms/facebook

How an e-safety complaint will be handled

