THE COURT SCHOOL

E-Safety Policy

Academic Year 2023/24
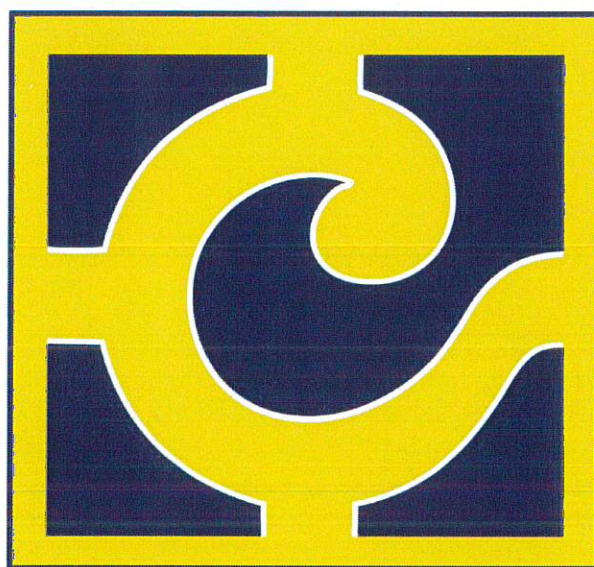
THE COURT SCHOOL

Teaching and learning

At the Court School the internet access is primarily used to help children learn, develop and achieve and as a result, raise educational standards. It also supports professional development of staff and enhances the school's management and business administration systems.

Internet access is essential for staff and pupils, it helps prepare the pupils for their futures but is also a requirement of the National Curriculum programme of study for ICT and other Areas of Learning and Experience (AoLEs)

Internet use enhances learning

Internet access is provided by Cardiff Council and designed for the use of pupils and staff to support learning opportunities. This includes filtering appropriate to the content and age of pupils. Internet access is planned to enrich and extend learning activities and also used to aid communication.

Access levels are reviewed to reflect the curriculum requirement. Pupils are given clear objectives for internet use. Staff select sites which support the learning outcomes planned for pupils' age and maturity.

Pupils are taught how to take responsibility for their own internet access with specific assemblies targeting safe internet use. The school also takes part in Safer Internet Week and each class is encouraged to facilitate activities designed to develop pupils' awareness of dangers.

Managing filtering

The school works in partnership with the LA to ensure filtering systems are in place to protect pupils and that these are reviewed and improved. Appropriate filtering is set up by the LA to ensure pupils are safe from extremist material.

If staff or pupils discover unsuitable sites, the URL (address) and content must be reported to the Internet Service Provider via the ICT leader.

Email

All staff have Hwb accounts that offer a secure Outlook email addresses. Staff are instructed to use these accounts to communicate work related information.

All pupils have a personal Hwb account and are taught how to send and receive emails safely and also made aware of suspicious mail.

Published content and the school web site

The website complies with the school's guidelines for publications and SLT monitor content on a regular basis.

Publishing pupils' images and work

Pupils' photographs are only allowed to go on the website once permission has been received from the child's parents/carers. This same applies to content that is uploaded to X (formerly Twitter).

Assessing risks

The school takes all reasonable precautions to prevent access to inappropriate material. 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. Neither the school, nor Cardiff Council can accept liability for any material accessed, or any consequences of Internet access. The school's E-safety policy and its implementation will be monitored and reviewed every 2 years (or sooner if required).

Handling E-safety complaints

Complaints of internet misuse must be referred to the Headteacher. Any complaint about staff misuse must be referred to the Headteacher. Complaints of a child protection nature must be dealt with in accordance with the school's safeguarding and child protection procedures. Pupils and parents are informed of the complaints procedure.

Introducing the E-safety policy to pupils

E-safety posters are posted in all classes, next to computers so that all users can see them. Pupils are informed that network and internet use is monitored and appropriately followed up. The pupils have regular E-safety lessons and are reminded continually of the importance of online safety. The school works closely with Schools Community Police Officer to facilitate sessions on E-safety.

Signature of chair of governing body:

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Date: 31/01/24

Policy to be reviewed/updated every two years

(or sooner if required)