



Internet Policy Including EYFS

Lucton School

Introduction

Our policy reflects the government guidance, in particular 'Preventing and Tackling Bullying' (DfE, 2017), 'Education for a Connected World' (UKCCIS, 2020) and 'Keeping Children Safe in Education' (DfE, 2022).

This policy should be read in conjunction with the policies listed below:

- Anti-Bullying
- Behaviour and Discipline
- Code of Conduct for all Staff
- Data protection
- Safeguarding and Child Protection

1. Why is Internet use important?

The Internet is an essential element of 21st Century life for education, business and social interaction. It is an open communications channel allowing information to be transmitted globally. Messages are sent, ideas discussed and material published, often with very little restriction.

The purpose of Internet use in school is to promote student achievement, to support the professional work of staff and to enhance the School's management, information and business administration systems. The use of the internet prepares students for life beyond school in the world today.

The statutory curriculum requires students 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 e-mail to enrich and extend learning activities. Effective Internet use is an essential life-skill for all students to master.

The internet is ever-changing and expanding and, like the real world, there are dangers and risks. People can be inappropriate, act illegally and breach others privacy and safety. It is important that we teach students to use the internet, being aware of the risks and dangers and enable them to keep themselves safe, healthy and happy online. It is essential that children are safeguarded from potentially harmful and inappropriate online material. An effective whole school and college approach to online safety empowers us to protect and educate pupils, students, and staff in their use of technology and establishes mechanisms to identify, intervene in, and escalate any concerns where appropriate

2. Core Principles of Internet Safety

In common with most technologies, Internet use presents risks as well as benefits. The breadth of issues classified within online safety is considerable, but can be categorised into four areas of risk:

- **Content:** being exposed to illegal, inappropriate or harmful content, for example: pornography, fake news, racism, misogyny, self-harm, suicide, anti-Semitism, radicalisation and extremism.
- **Contact:** being subjected to harmful online interaction with other users; for example: peer to peer pressure, commercial advertising and adults posing as children or young adults with the intention to groom or exploit them for sexual, criminal, financial or other purposes'.
- **Conduct:** personal online behaviour that increases the likelihood of, or causes, harm; for example, making, sending and receiving explicit images (e.g consensual and non-consensual sharing of nudes and semi-nudes and/or pornography, sharing other explicit images and online bullying; and
- **Commerce:** risks such as online gambling, inappropriate advertising, phishing and or financial scams.

The school ensures online safety is a running and interrelated theme whilst devising and implementing policies and procedures. This will include considering how online safety is reflected as required in all relevant policies and considering online safety whilst planning the curriculum, any teacher training, the role and responsibilities of the designated safeguarding lead and any parental engagement.

Students could be placed in inappropriate and even dangerous situations without mediated Internet access. To ensure responsible use and the safety of students the School's policy is built on the following core principles:

Guided educational use

Internet use will be planned, task orientated and educational within a regulated and managed environment.

Responsibility

Internet safety depends on staff, advisors, parents, and, where appropriate, students themselves taking responsibility for use of the Internet and associated technologies. The School will seek to balance education for responsible use, regulation and technical solutions to ensure students' safety.

Regulation

The use of the Internet, which brings with it the possibility of misuse, will be regulated. Fair rules, written for students to read and understand, will be displayed as a reminder of the expectations regarding Internet use.

We use the following monitoring and filtering systems to regular the internet use at our school: DrayTek Firewall to restrict unwanted traffic, ports, and block restricted URL's, Sophos web filter set to strict for content on the Web. Sophos antivirus to protect servers, Laptops, and desktops on site from downloading or spreading viruses over the network.

We review on a regular basis the effectiveness' of filtering and monitoring systems, via our Central IT Team. We also ensure that the leadership team and relevant staff have an awareness and

understanding of the provisions in place and are able to manage them effectively, knowing how to escalate concerns when identified.

Appropriate Strategies

Effective, monitored strategies will be in place to ensure responsible and safe Internet use. The School will work in partnership with the ICT technicians, parents and the Internet Service Provider to ensure systems to protect students are regularly reviewed and improved. An annual review of technology, and the risks and harms related to it helps ensure that risks are monitored frequently, as technology changes.

3. School Website

The School's website is to promote the School and provide information about the school. The point of contact on the website is the school address, school e-mail and telephone number. Staff or students' home information will not be published. Written permission from parents or guardians will be obtained before photographs of students are published on the school web site. Names will not be published.

4. School Rules

The School has developed a set of guidelines for Internet use by students. These rules will be made available to students and kept under constant review. All members of staff are responsible for explaining the rules and their implications. All members of staff need to be aware of possible misuses and their responsibilities towards students.

The following rules apply to all students:

- I will not look at or delete other people's files
- I will not bring USB memory drives into school without permission
- I will only e-mail people I know, or my teacher has approved
- The messages I send will be polite and sensible
- When sending an e-mail, I will not give my home address or phone number, or arrange to meet someone
- I will ask for permission before opening an e-mail or an e-mail attachment sent by someone I do not know
- I will not use Facebook or any other social networking sites
- If I see anything I am unhappy with, or I receive messages I do not like, I will tell a teacher immediately
- I know that the School may check my computer files and may monitor the Internet sites I visit
- I understand that if I deliberately break these rules, I could be stopped from using the Internet or computers
- Mobile phones have to be handed in on arrival and can only be used with permission of a member of staff
- Lucton follows the S.M.A.R.T set of rules for safety on the internet
<https://onlinesense.org/internet-safety-rules-smart-online/>
- Boarders may use phones at the weekend and at 'home' but must use school WIFI and should not bypass the system
- Boarders must adhere to the rules of kindness when contacting others and must hand their phones and technology in when requested.

- 6th Formers do not have to hand in their phones but must allow staff to look at them if suspected of contravening the school rule

5. Behaviour and Sanctions

Pupils are expected to uphold the school rules and behave appropriately when using the Internet. The rules of using the internet and appropriate Internet behaviour are covered in ICT lessons.

- Violations of the above rules will result in a temporary or permanent ban on Internet use.
- Additional disciplinary action may be added in line with existing practice on inappropriate language or behaviour.
- When applicable, parents, police or local authorities may be involved.

6. Staff Internet Use

The use of the Internet by staff is covered in the Code of Conduct for all staff, the Safeguarding and Child Protection Policy, the employee handbook and the terms and conditions of employment for each staff member.

7. The Use of Mobile and Smart Technology

The school recognises that the increase of mobile and smart technology presents additional, complex and multi-faceted risks. In response to this, the school carries out an annual technology risk assessment which mitigates the concerns regarding the use of mobile and smart technology.

[Lucton believes that mobile and smart technology has its place in education and can be used effectively to aid learning be that in research or Art to name a few. But it is also our place to educate the pupils in the dangers of technology e.g. too much use, wrong sites and so on. They should use technology as another tool.]

| Date | Position | Name of Reviewer | Date of Next Review |
|-------------|--------------------|----------------------|---------------------|
| August 2022 | Headmaster | David Bicker-Caarten | August 2023 |
| August 2022 | Chair of Governors | Mr A. Khan | August 2023 |