

E Safety Policy

Rationale

- The purpose of the policy is to ensure the College's missions statement –
Caring and achieving excellence within a Christian community
- The use of the internet has become an essential element of 21st Century life for education.
- Sacred Heart Catholic College has a duty to provide students with Internet access as part of their learning experience.
- Sacred Heart Catholic College is also aware that this means that safeguarding of all learners is essential

Aims

The College strives to promote online safety for pupils. Pupils should be made aware of the possible dangers that could affect them both inside and outside the College. The College seeks to achieve these aims by –

- Ensuring the school's ICT security and virus protection is reviewed regularly.
- All internet access is filtered (as detailed in *the ICT Support Service to Schools SLA* with AVARTO) to screen out undesirable sites at source.
- Making pupils aware of the dangers through E-Safety themed lessons throughout their time at Sacred Heart Catholic College. Each year will have a different theme.
- Being made aware of how to report abuse and who to report abuse to.
- Providing staff and parents with E-Safety themed presentations. The Child Exploitation and Online Protection Centre (CEOP) will provide resources for educational purposes.
- Keeping up to date with modern technological advances and assessing risks.

Monitoring and Evaluating

- E-Safety policy and E-Safety audit will be reviewed on a yearly basis.
- All E-Safety incidents will be logged using SIMS
- Complaints of internet misuse will be dealt with by Head of Year or a member of SLT.
- Any complaints of a Child Protection nature will be dealt with in accordance with the Child Protection Policy.

Other Policies

- This policy should be read in conjunction with – The Acceptable Use Policy.

Guidance

Email

- Pupils and staff should only use approved College email accounts (either @sacredheart.sefton.sch.uk or school approved)
- Pupils must be aware who to report abuse to.
- Forwarding chain mail letters is not permitted.

Content on School website and VLE

- The Head teacher will take overall editorial responsibility and ensure that all published content is accurate and appropriate
- Any images used on the College website or VLE will be carefully selected so that images of an individual staff or pupil cannot be misused.
- Work of pupils can be published on the VLE if have permission from parents/carers

Introducing E-Safety to staff and pupils

- Dangers of emerging technologies will be highlighted by annual PSE lessons
- Advice will also be given to parents on the dangers and how to prevent them from occurring on the College website and through E-Safety presentations
- All staff will have access to the E-Safety policy.
- Staff will be made aware that all internet traffic is monitored and traced to an individual user.
- Staff should be aware that phone and online communications with pupils can occasionally lead to misunderstandings or even malicious accusations.

Assessing Risks

- Sacred Heart Catholic College will take reasonable precautions to prevent access to inappropriate material.
- The College will annually audit ICT use to establish E-Safety policy is adequate and the implication of the policy is appropriate and effective.