



ONLINE SAFETY POLICY (Part 1)

Approved by: Cumbria Education Trust Board

Date: 17 October 2016

Review Date: Annually

Owner: ICT Services Manager, Cumbria Education Trust

REVIEW SHEET

The information in the table below provides details of the earlier versions of this document and brief details of reviews and, where appropriate amendments which have been made to later versions.

Version Number	Version Description	Date of Revision
1	Original	Oct 2016
2	Annual Review – Change e-safety to online safety	Nov 2017
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Background/Rationale

Online safety is a key element in Cumbria Education Trust's overall Safeguarding Strategy.

The requirement to ensure that children and young people are able to use the internet and related communications technologies appropriately and safely is addressed as part of the wider duty of care (safeguarding) to which all who work in our family of schools/academies are bound. The online safety Policy should help to ensure safe and appropriate use. The development and implementation of the Online Safety Policy and procedures requires all the stakeholders in a child's education from the Trust Board, Local Advisory Board, Headteachers and Senior Leaders to classroom teachers, support staff, parents, members of the community and the pupils/students themselves.

New technologies have become integral to the lives of children and young people in today's society, both within our schools/academies and in their outside lives. The internet and other digital and information technologies are powerful tools, which open up new opportunities for everyone. Electronic communication helps teachers and pupils/students learn from each other. These technologies can stimulate discussion, promote creativity and increase awareness of context to promote effective learning.

Children and young people should have an entitlement to safe internet access at all times. The use of these exciting and innovative tools in our schools/academies and at home has been shown to raise educational standards and promote pupil/student achievement. However, the use of these new technologies can put young people at risk within and outside our schools/academies. Some of the dangers they may face include:

- Access to illegal, harmful or inappropriate images or other content;
- Unauthorised access to/loss of/sharing of personal information;
- The risk of being subject to grooming by those with whom they make contact on the internet;
- The risk of being targeted by extremists in order to promote and encourage radicalisation;
- The risk of being targeted by those involved in child sexual exploitation;
- The sharing/distribution of personal images without an individual's consent or knowledge;
- Inappropriate communication/contact with others, including strangers;
- Cyber-bullying;
- Access to unsuitable video/internet games;
- An inability to evaluate the quality, accuracy and relevance of information on the internet;
- Plagiarism and copyright infringement;
- Illegal downloading of music or video files;
- The potential for excessive use which may impact on the social and emotional development and learning of the young person.

Many of these risks reflect situations in the off-line world and it is essential that this policy is used in conjunction with other policies listed in point 2 below.

As with all other risks, it is impossible for Cumbria Education Trust to eliminate those risks completely. It is therefore essential, through good educational provision to build pupils'/students' resilience to the risks to which they may be exposed, so that they have the confidence and skills to face and deal with these risks.

The Trust will ensure the schools/academies provide the necessary safeguards to help ensure that they have done everything that could reasonably be expected of them to manage and reduce these risks.

1. Definitions

For the purposes of this document a child, young person, pupil or student is referred to as a 'child' or a 'student' and they are normally under 18 years of age.

Wherever the term 'parent' is used this includes any person with parental authority over the child concerned e.g. carers, legal guardians etc.

Wherever the term 'Headteacher' is used this also refers to any Manager with the equivalent responsibility for children.

2. Associated Trust Policies

This Policy should be read in conjunction with the following Trust policies and procedures:

- Overarching Safeguarding Statement
- Child Protection Policy – Part 1
- Data Protection Policy
- Health and Safety Policy – Part 1

And in conjunction with the school/academy policies/procedures as laid out in the school/academy's online safety Policy – Part 2.

3. Communication/Monitoring/Review of this Policy

This Policy will be communicated to Trust Board, Local Advisory Board (LAB) Members, staff, pupils/students and the wider community in the following ways:

- Posted on the Trust website
- Posted on the school/academy website
- Policy to be discussed as part of the school/academy induction process for new staff
- Acceptable Use Agreements discussed with students at the start of each year, or on admission to the school/academy
- Acceptable Use Agreements to be issued to external users of the school/academy systems usually on entry to the school/academy

3.1 Schedule for Development / Monitoring / Review

This online safety policy was approved by the Trust Board on:	
The implementation of this online safety Policy will be monitored by the:	<i>ICT Services Manager</i>
Monitoring will take place at regular intervals:	<i>Once a year</i>
The Safeguarding Director will receive a report on the implementation of the online safety Policy generated by the ICT Services Manager (which will include anonymous details of online safety incidents) at regular intervals:	<i>Once a year</i>
The online safety Policy will be reviewed annually, or more regularly in the light of any significant new developments in the use of the technologies, new threats to online safety or incidents that have taken place. The next anticipated review date will be:	October 2018
Should serious online safety incidents take place, the following external persons/agencies should be informed:	<i>Cumbria Safety Hub LADO</i>

The ICT Services Manager will monitor the impact of this policy.

The schools/academies will:

- Log reported incidents
- Undertake surveys/questionnaires of
 - students (e.g. Ofsted "Tell-us" survey/CEOP ThinkUknow survey)
 - parents/carers
 - staff

4. Scope of the Policy

This policy applies to all members of the Cumbria Education Trust community (including Directors, LAB Members, staff, pupils/students, volunteers, parents, visitors, community users) who have access to and are users of the school/academies ICT systems, both internally and externally.

5. Complaints

All Trust schools/academies will take all reasonable precautions to ensure online safety. However, owing to the international scale and linked nature of internet content, the availability of mobile technologies and speed of change, it is not possible to guarantee that unsuitable materials will ever appear on Trust school/academies computers or mobile devices. Neither the Trust, LAB or staff can accept liability for material accessed, or any consequences of internet access.

Complaints will be dealt with under the Trust's Complaints procedure.