The Governors of Baines School

ONLINE SAFETY POLICY

Date approved: 18th September 2023

Reviewed: 6th September 2023

Date of Next Review: September 2024

Introduction

At Baines School we recognise that technology plays an important and positive role in young people's lives, both socially and educationally. We are committed to enabling students to achieve their full potential and recognise the role that technology can play in this. However, we also recognise that technology can be used for negative purposes. This policy aims to outline the types of cyberbullying that can take place and the actions the school will take to combat it. It also aims to offer advice to parents and students.

This policy should be read in conjunction with:

- Child Protection Policy
- Child on Child Abuse Policy
- Anti-bullying Policy

What is cyberbullying?

Cyberbullying is the use of technology, commonly mobile phones or the internet, to deliberately isolate, intimidate or upset someone. It can include the use of one or all of the following:

- ✦ Text messages
- ✦ Phone calls
- ✦ Emails
- ✦ Instant messenger services such as MSN Messenger
- ✦ Social network sites such as Facebook, Instagram, Twitter and Snapchat
- ✦ Internet forums and chat rooms

The unauthorised manipulation of and/or distribution of photographs or videos either physically or via sites such as YouTube

Why cyberbullying can be more serious than traditional bullying

- ✦ It can take place at any time in any place.
- ✦ The victim can't escape.
- ✦ It can invade the victim's home and personal space.
- ✦ It can involve a very large number of people, especially if "hate groups" are set up on social network sites.
- ✦ The victim is often unaware of who is bullying them as internet users can remain anonymous.
- ✦ It can draw bystanders in to being accessories.
- ✦ It can be difficult to trace as users can remain anonymous or change their identity.

What the school will do to combat cyberbullying

✦ Many incidents of cyberbullying can be dealt with through the existing Anti-bullying Policy. Acts of cyberbullying will be recorded in the school's Bullying Log. Investigations will be carried out, support offered and consequent possible sanctions issued will normally be in line with this policy

✦ Some acts of cyberbullying could be classed as criminal acts under a variety of laws including the Protection from Harassment Act 1997. School will take action to involve the police if we believe this to be the case.

✦ The school's own network is filtered to prevent the use of social network in school and many of the students' actions on the school's computers can be tracked.

✦ All students are required to sign the Acceptable Use Policy

✦ All students receive education about Online safety. Year 7 students work through a specific scheme of work on this topic, however it is also referred to in the older years specifically in computing lessons, and also it is written into schemes of learning, for example when students research about the use of biotechnology online, they will be reminded about keeping themselves safe online.

✦ Throughout the school year, there will be periodic assemblies on the topic of cyberbullying, online safety and productive use of technology. We will also celebrate national e-safety week each year.

✦ We will send home regular updates to families about keeping their children safe online, through the headteacher update, Facebook and emails.

✦ The Education and Inspections Act 2006 empowers Headteachers / Principals to such extent as is reasonable, to regulate the behaviour of students when they are off the school site and empowers members of staff to impose disciplinary penalties for inappropriate behaviour. This is pertinent to incidents of online-bullying or other Online Safety incidents covered by this policy, which may take place outside of the school, but is linked to membership of Baines School. The 2011 Education Act increased these powers with regard to the searching for and of electronic devices and the deletion of data. In the case of both acts, action can only be taken over issues covered by the published Behaviour Policy.

Filtering and Monitoring

The school will ensure that suitable filtering systems are in place on ICT equipment to prevent children accessing inappropriate material. This system will be monitored and reviewed with any inappropriate behaviours or searches being followed up appropriately.

Staff will be aware that ongoing in-person monitoring is required in addition to the software in place as it is vital staff don't rely solely on IT systems as this may leave some children vulnerable.

Staff will be aware of the filtering and monitoring systems in place and will know how to escalate concerns where they are identified. Staff will be made aware of their expectations and responsibilities relating to filtering and monitoring systems during their induction.

Baines School will:

- identify and assign roles and responsibilities to manage filtering and monitoring systems.
- review filtering and monitoring provision at least annually.
- block harmful and inappropriate content without unreasonably impacting teaching and learning.

- have effective monitoring strategies in place that meet their safeguarding needs
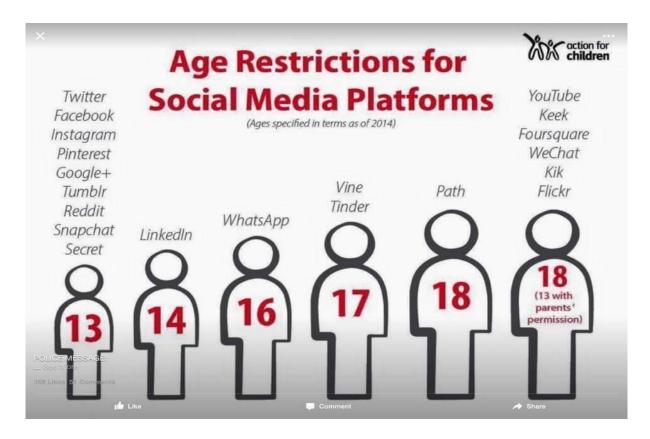
Advice for Parents/Carers

- ✦ Talk to your child about the safe use of the internet.
- ✦ Monitor your child's activity on the internet.
- ✦ Ensure parental controls are turned on any computer that your child uses.
- ✦ Be aware that many social network sites including Facebook have a minimum joining age of 14.
- ✦ Spotting cyberbullying can be difficult. Young people can be reluctant to tell parents about this as they fear their technology being taken away from them. However, signs of cyberbullying can include the traditional signs of being bullied such as becoming withdrawn. It can also include the constant checking of mobile phones, emails and Facebook pages. Conversely, it can also include a reluctance to use technology.
- ✦ If your child is being cyberbullied there are several steps you can take:
  - o Contact school
  - o Ensure any messages are saved. Print out any emails or instant messages and take screenshots of social network pages.
  - o Contact mobile phone providers who should take action for you.
  - o Contact internet providers or internet site administrators to report this issue.

Please see final page for Age Restrictions for Social Media Platforms

Advice for students

- ✦ Stay safe on the internet.
- ✦ Follow the advice given by your teachers and parents/carers.
- ✦ Do not give out any personal details (including photographs) over the internet.
- ✦ If you are under 14 you cannot join Facebook.
- ✦ Do not accept people you don't know to be your online friends and delete those "friends" who are unpleasant to you.
- ✦ Use the school's Moodle site. It is safe and monitored.
- ✦ If you are being bullied:
  - o Tell someone – parent/carer, teacher, friend. We CAN help you sort it out.
  - o Keep any evidence including text messages and emails.
  - o Take screen shots of social network pages so that you can show us. We can use this as evidence.
  - o Don't suffer in silence.

Please see below for Age Restrictions for Social Media Platforms

Helpful Contacts

National Online Safety – 0800 368 8061
Childline 0800 1111
CEOP (Child Exploitation and Online Protection Command) - https://www.ceop.police.uk/ceop-reporting/

BAINES SCHOOL - ON LINE SAFETY ROLES AND RESPONSIBILITIES	
Mr Rob Shillitoe	Acting Assistant Headteacher DSL On Line Safety
Mr Craig Stanley	Network Manager
Mrs E Dawber	Head of Computing and Business Back Up On Line Safety
Mr R Hindle	Vice Chair of Governors (in absence of Chair of Governors) Link for On Line Safety