# Blairdardie Primary School
Online Safety Strategy

Background

At Blairdardie we understand the importance and benefits of using digital devices to help with children's learning and personal development. However, we also recognise that safeguards need to be in place to ensure children are always kept safe. This strategy applies to staff, our learners, and their families, using digital devices to access the internet (such as phones, laptops, tablets, PCs, smartwatches, toys and TVs).

This strategy applies to the use of the internet within school and includes the use of the internet for any shared learning tasks out with school.

This strategy is related to other key policies and strategies such as:

- Glasgow City Council's ICT Acceptable Use policy for ICT and MC57 Child Welfare and Safety
- Blairdardie Primary's strategies on Social Media and Digital Learning.
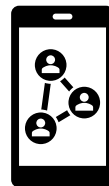
Our Staff

- Are responsible for planning and implementing lessons on On-line Safety and following the suggested guidance in the 'Digital Learning and Computer Science Framework' from Glasgow City Council.
- Will follow child protection guidelines if a pupil discloses any information which puts their safety at risk
- Will work with the senior leadership team, learners and families if online abuse occurs and respond appropriately in line with other key school and council policies, such as Child Protection.
- Should continuously reinforce key online safety messages as part of their teaching and learning throughout Digital Learning and Computing Science lessons, e.g. being critical of images and materials they see or read online
- The DLOL will ensure that staff are either given appropriate training on online safety or will suggest professional learning that staff can use for their professional development
- Will ensure that pupils are only given access to school digital devices such as laptops, PCs and iPads, once they have returned the ICT and iPad AUP agreements.
- Should be vigilant in monitoring content of websites if children are given the opportunity to search the internet freely during school or for a shared learning task, especially if they are researching a topic which may have unsuitable content. E.g. WW2 https://swiggle.org.uk/ is a useful search engine for pupils which blocks unsuitable or distressing content.

This strategy was last reviewed September 2020
M Skinnider
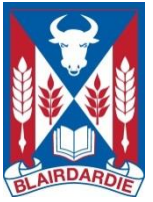
- Should always visit webpages and check their suitability and content before passing details on to pupils to research/ view at home or as part of shared learning.

Our Learners

- Are responsible for using the school digital devices in accordance with the pupil 'Acceptable Use Agreement' which should be signed by pupils/families at the start of each session or when a new entrant starts.
- Will communicate with others on and offline in a way which is responsible, sensible and polite
- Will not share personal and private information about themselves or others online without a trusted adult's permission
- Should talk to their teacher or another trusted adult if they see something upsetting online
- Should not film or take pictures of another pupil or adult without their permission or teachers' permission.
- Should not upload pictures of themselves to school shared learning sites, such as Google Classroom or Glow email
- Will not open or delete files that belong to someone else
- Should only access websites or apps on school devices that the teacher has directed them to or given permission to use
- Should understand the importance of adopting good online safety practice when using digital technologies in and out of school
- Will not be given access to digital devices such as school iPads and laptops if they do not follow these guidelines and the guidelines in the Acceptable Use Policy.

Our Families

Parents /carers play a crucial role in ensuring that their children understand the need to use the internet/digital devices in an appropriate way and follow our guidelines. The school will take every opportunity to help parents understand these issues through newsletters; letters, informative events, our website, and school Twitter account.

Parents and carers will be encouraged to support the school in promoting good online safety practice and to follow suggested guidelines on the appropriate use of:

- Downloading and using apps on digital devices
- Reporting incidents to a trusted adult
- Communicating and sharing information with others online
- Taking photos and videos in and out of school
- Using a variety of digital technologies to access the internet such as tablets, computers/laptops, gaming devices and mobile phones.

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