BLACKLANDS PRIMARY SCHOOL

ONLINE SAFETY POLICY

INTRODUCTION

This policy applies to all members of the school community (including staff, learners, volunteers, parents/carers, visitors, community users) who have access to and are users of school digital systems, both in and out of the school. It also applies to the use of personal digital technology on the school site (where allowed).

“Digital wellbeing is the impact of using digital technology on our social and emotional wellbeing. Digital wellbeing can be promoted through strong Cyber Resilience and Internet Safety (CRIS) practices within our schools and their communities” (Education Scotland, 2023).

The use of digital technologies is central to our vision for teaching and learning within Blacklands Primary School and Early Years Class.

“All staff take responsibility for developing literacy, numeracy, health and wellbeing and digital literacy across the curriculum. Learners demonstrate these skills at a high level in a variety of meaningful contexts.” (HGIOS4)

The requirement that learners can use digital technologies appropriately and safely is addressed as part of the wider duty of care to which all who work in Blacklands Primary and Early Years Class are bound.

Learners must be safe and protected from potential harm, both on and off-site.

“Cyber Resilience and Internet Safety (CRIS) learning shares many links with Health and Wellbeing (HWB). Internet Safety develops learners' knowledge and understanding of keeping themselves safer, making smarter decisions and being kinder to themselves and others.” (DigiLearn Scot)

Blacklands Primary School engages closely with the Safer Schools and DigiLearn Scot resources to shape learning and teaching of Cyber Resilience and Internet Safety (CRIS) within our classes and community.

SCOPE OF THE ONLINE SAFETY POLICY

This Online Safety Policy outlines the commitment of Blacklands Primary School and Early Years Class to safeguard members of our school community online in accordance with statutory guidance and best practice.  This Online Safety Policy applies to all members of the school community (including staff, learners, volunteers, parents and carers, visitors, community users) who have access to and are users of school digital systems, both in and out of the school. It also applies to the use of personal digital technology on the school site (where allowed). Blacklands Primary School and Early Years Class will deal with such incidents within this policy and associated behaviours and anti-bullying policies and will, where known, inform parents/carers of incidents of inappropriate online safety behaviour and record these in pastoral notes.

POLICY DEVELOPING, MONITORING AND REVIEW

This Online Safety Policy has been developed by the Digital Working Party made up off:

• Senior Leadership Team

• Digital Coordinator

• Teaching Staff

• Parents/carers

• Community users – Family Learning Team/Area Inclusion Worker

Consultation with the whole school community has taken place through a range of formal and informal meetings, including a Discussion Dinner.

PROCESS FOR MONITORING THE IMPACT OF THE ONLINE SAFETY POLICY

The school will monitor the impact of the policy using:

 • logs of reported incidents on pastoral notes

• surveys/questionnaires of learners/ parents/carers and staff

• using the 360 degree safe (Scotland) self-evaluation tool to monitor and evaluate our current practice and identify actions for improvement in areas of e-safety. This will become part of the annual self-evaluation calendar

PEDAOGOGY

North Ayrshire Council ensures that the web content is subject to appropriate filtering, ensuring the school offers a safe online environment. However, we recognise the importance of teaching our children about online safety and their responsibilities when using communication technology.

Teaching staff will develop a planned and coordinated approach to online safety. This will be provided through:

• Weekly standalone lessons related to online safety as part of digital literacy/IT

• Health and Wellbeing lessons

• Interdisciplinary lessons

• Assemblies

• Through relevant national initiatives and opportunities e.g. Safer Internet Day and Anti-bullying week.

Teaching staff are responsible for ensuring that:

• they have an awareness of current online safety matters/trends and of the current school Online Safety Policy and practices

• they understand that online safety is a core part of safeguarding

 • they have read, understood, and signed the staff acceptable computer use policy

 • they immediately report any suspected misuse or problem to the HT or DHT for investigation/action, in line with the school safeguarding procedures

• all digital communications with learners and parents/carers should be on a professional level and only carried out using official school systems

• online safety issues are embedded in all aspects of the curriculum and other activities

• ensure learners understand and follow the Online Safety Policy and acceptable use agreements, have a good understanding of research skills and the need to avoid plagiarism and uphold copyright regulations

• they supervise and monitor the use of digital technologies, mobile devices, cameras, etc., in lessons and other school activities (where allowed) and implement current policies regarding these devices

• have a zero-tolerance approach to incidents of online-bullying, sexual harassment, discrimination, hatred etc

• they model safe, responsible, and professional online behaviours in their own use of technology, including out of school and in their use of social media.

E-SAFETY- LEARNERS

Learners:

• are responsible for using the school digital technology systems in accordance with the learner acceptable use agreement and Online Safety Policy (this should include personal devices – where allowed).

• should understand the importance of reporting abuse, misuse or access to inappropriate materials and know how to do so/

• should know what to do if they or someone they know feels vulnerable when using online technology • should understand the importance of adopting good online safety practice when using digital technologies out of school and realise that the school’s Online Safety Policy covers their actions out of school, if related to their membership of the school.

• have the opportunity to contribute to explore e-safety particularly through peer activities. This is part of the Technologies and Health and Wellbeing curriculum taught at each stage.

E-SAFETY- PARENTS/CARERS

Parents/carers play a crucial role in ensuring that their children understand the need to use online services and devices in an appropriate way.

The school will take every opportunity to help parents/carers understand these issues through:

• publishing the school Online Safety Policy on the school website and sending to all parent/carers via xpressions/email

• providing them with a copy of the learners’ acceptable use agreement (this is sent to all parent/carers each session and signed by both the learners and their parent/carer)

• publish information about appropriate use of social media relating to posts concerning the school

• seeking their permissions concerning digital images (all parent/carers sign to agree to this at the start of the session)

• Weekly newsletters, website, social media (Twitter), Safer Schools App and information about national/local online safety campaigns and literature.

Parents/carers will be encouraged to support the school in reinforcing the online safety messages provided to learners in school.

CAREER LONG PROFESSIONAL LEARNING

Opportunities for CLPL are provided in school and in the authority to support cyber resilience and internet safety learning.

* Staff training is available as part of the Child Protection training calendar and through e-learning modules.
* All staff are aware of how to protect their professional identity online and understand the boundaries between personal and professional use.
* Staff can access a Comprehensive guide for teacher’s use of the internet - ‘The Internet Safety Teacher’s Network’ through [Glow](https://glowscotland.sharepoint.com/sites/learners/learntogether/internetsafety/SitePages/Home.aspx?wa=wsignin1.0) and look at the ‘National Action Plan on Internet Safety for Children and Young People’.

ACTIONS

* **Develop skills of our educators**
* Staff to engage with continuous CLPL opportunities to upskill knowledge and confidence in digital wellbeing
* Digital co-ordinators to highlight and promote NAC and wider training available
* Staff to engage with and follow digital wellbeing consistency guide to ensure consistency and clear processes across the school
* **Develop skills of our learners**
* Digital leaders to promote digital wellbeing through whole school initiatives and are ambassadors for internet safety
* Curriculum and assessment of digital wellbeing skills are regularly evaluated and updated in line with current digital guidelines

This policy was written by S Lauder (HT) with K Hamilton and K Irvine (Digital Working Party) with consultation with a variety of parties.                                                                                              February 2023

This policy has been reviewed in September 2024 and will be reviewed again in June 2024.