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Arran Primary Schools and Early Years Classes
Technology and Internet Safety Policy

Introduction

We recognise the importance of computing to the whole school community and see the Internet and related technologies as being a valuable resource.
The purpose of this policy is to define safe practice for the whole school community.

- ***Article 29 (Goals of education):*** *Children's education should develop each child's personality, talents and abilities to the fullest. It should encourage children to respect others, human rights and their own and other cultures. It should also help them learn to live peacefully, protect the environment and respect other people. Children have a particular responsibility to respect the rights their parents, and education should aim to develop respect for the values and culture of their parents. The Convention does not address such issues as school uniforms, dress codes, the singing of the national anthem or prayer in schools. It is up to governments and school officials in each country to determine whether, in the context of their society and existing laws, such matters infringe upon other rights protected by the Convention.*

Pupil access to the Internet
Children have access to the Internet during a variety of lessons to extend their learning. Children are not permitted to use the computers or iPads without permission from a member of school staff.
Internet is filtered by North Ayrshire Council. The Council has a filtering service which blocks unsuitable content. However, no filtering system is entirely secure, and content is ever-changing, so children are encouraged to report any inappropriate material to a relevant adult. This encourages a system of self monitoring.
If staff discover a website that they feel should be blocked, they need to record the URL carefully and inform management who contact NAC to arrange for the website to be blocked.

Article 17 (Access to information; mass media): *Children have the right to get information that is important to their health and well-being. Governments should encourage mass media – radio, television, newspapers and Internet content sources – to provide information that children can understand and to not promote materials that could harm children. Mass media should particularly be encouraged to supply information in languages that minority and indigenous children can understand. Children should also have access to children's books.*

Staff (See NAC IT acceptable use policy)
All staff can use the school network (which includes internet and e-mail access).
All teaching staff are provided with a school laptop which they may use for work. Staff are permitted to use the electronic devices at home, for educational purposes.
All staff internet and e-mail use is subject to the following provisions:

- There is no use of the school network to acess inappropriate sites.
- In case of spam emails containing offensive materials, this should be reported to management.
- Passwords remain protected.
- No anonymous email is sent or will be forwarded.
- No use is made of email or internet for mass advertising, political commissioning or gambling.
- Copyright of materials is respected.
- Use of internet and email is limited to a time when staff are not teaching pupils.
- Downloading of data is permissible providing the user has a legal claim to it.

Twitter:
- The school has a Twitter feed which is used to celebrate childrens' achievement. All staff may have access to add to the Twitter account. The following guidance will help keep our children safe:
- Only children for whom we have permission should have their pictures posted.
- No full names of children should be used.
- We do not encourage discussion with parents through Twitter although if we are asked questions and have the time, we may respond – taking care to respond politely.
- If any staff members notices a negative comment by a follower, alert SMT immediately so it can be dealt with swiftly.

SeeSaw:

All classes have the opportunity to use SeeSaw to share their learning with parents.

- Only those children for whom we have permission should have their pictures posted.
- School staff will monitor who has access to the SeeSaw journal. Anyone requesting access will require to be approved by a teacher.
- Communication may be made through SeeSaw from parents to teachers. This is not monitored 24 hours a day, so urgent matters should be communicated through other means.
- All SeeSaw accounts should be set to approve student posts, to avoid unwanted posts being sent to the student journals.

Online Safety Education

Staff have a duty to teach the children about online safety. Annually, and additionally, where necessary, schools will celebrate Internet Safety Week (February) with a variety of activities.

More information can be found in North Ayrshire Council's IT Policy