

Barford St. Peter's C.E. (V.A.) Primary School

Together we love; together we learn



Online Safety and Internet Use Policy

Date approved: July 2025

Review date: July 2026

1. Introduction

This policy outlines Barford St. Peter's approach to online safety and internet access. It combines guidance from Warwickshire ICT Development Service (ICTDS), government recommendations, and school-specific practices. It applies to all ICT systems, equipment, and software used in school, including internet, email, mobile devices, and personal ICT used on-site.

The policy aims to:

- Establish clear expectations for safe and responsible internet use.
- Protect pupils and staff from online risks.
- Support the school's safeguarding and behaviour policies.
- Promote digital literacy and responsible online behaviour.

2. Educational Use of the Internet

The internet is a powerful educational tool. Benefits include:

- Access to global educational resources.
- Enhanced learning through multimedia and interactive content.
- Development of research and critical thinking skills.
- Communication and collaboration through email and online platforms.
- Opportunities for home-based learning and parental engagement.

Pupils are taught to evaluate online content, question sources, and respect copyright. Online safety is embedded across the curriculum and reinforced through regular lessons.

3. Access and Supervision

- Internet access is filtered through Warwickshire Education Service (WES).
- Pupils are supervised at all times when online.
- Reception and KS1 pupils access pre-approved sites; KS2 pupils may search more freely under guidance.
- Pupils use school email and Google Classroom messaging under teacher supervision.

4. Expectations for Pupils

Pupils must:

- Use the internet responsibly and respectfully.
- Follow rules taught in computing and online safety lessons.
- Only communicate with approved contacts.
- Never share personal information or arrange to meet anyone online.
- Use devices only for school-directed activities.
- Report inappropriate content immediately.

5. Expectations for Staff and Adults

- All staff and volunteers must sign and follow the Acceptable Use Agreement.
- Staff must use only school email addresses for school business.
- Staff must not leave devices unattended while logged in.

- Personal devices may not be used to take photos unless explicitly authorised.
- Staff must report any breaches or concerns to the Online Safety Lead and Headteacher.

6. Information Security and Data Protection

- The school follows GDPR 2018 principles for handling personal data.
- Staff receive annual CPD on data protection and information security.
- Passwords must be kept secure and not shared.
- School devices may be subject to spot checks.

7. Managing Online Content and Filtering

- The school website will not publish personal staff or pupil information.
- Parental consent is required for publishing pupil images.
- Filtering is managed by ICTDS; unsuitable sites are reported and logged via CPOMS.
- Staff and pupils must report any inappropriate content immediately.

8. Cyberbullying and Online Misuse

- Cyberbullying is addressed in the Behaviour Policy and computing curriculum.
- Pupils are encouraged to report any concerns.
- All incidents are logged and investigated by senior staff.

9. Responding to Incidents

- All online safety incidents are logged on CPOMS.
- Staff misuse is reported to the Headteacher; concerns about the Headteacher are referred to the Chair of Governors.
- Parents are informed of serious incidents involving their child.

10. Parental Engagement

- Parents are informed of the policy via the school website.
- A dedicated email is available for online safety concerns.
- Regular updates and resources are shared with families.

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