Djanogly Learning Trust
Pupil E-Safety Policy

Introduction

Children, young people and adults interact with technologies such as mobile phones, games consoles and the Internet on a daily basis on a multitude of platforms and experience a wide range of opportunities, attitudes and situations. These opportunities can greatly enhance our way of sourcing information and learning about the world around us, but can occasionally place children, young people and adults in danger.

The breadth of issues classified within online safety is considerable, but can be categorised into four areas of risk:

- **Content:** being exposed to illegal, inappropriate or harmful content, for example: pornography, fake news, racism, misogyny, self-harm, suicide, anti-Semitism, radicalisation and extremism.
- **Contact:** being subjected to harmful online interaction with other users, for example: peer to peer abuse, commercial advertising and adults posing as children or young adults with the intention to groom or exploit them for sexual, criminal, financial or other purposes.
- **Conduct:** personal online behaviour that increases the likelihood of, or causes, harm, for example: making, sending and receiving explicit images e.g. consensual and non-consensual sharing of nudes and semi-nudes and/pornography, sharing other explicit images and online bully: and
- **Commerce:** risks such as online gambling, inappropriate advertising, phishing and financial scams.

The Djanogly Learning Trust (the Trust) has a 'Duty of Care' to protect our pupils from these dangers, with the support of parents and other members of the community.

The purpose of this E-Safety policy is to outline what measures the Trust takes to ensure that pupils can work in an E-Safe environment and that any E-Safety issue is detected and dealt with in a timely and appropriate way. This document is intended for public consumption as well as that of staff, parents and local community and is a clear outward statement on the Trust's E-Safety practices.

It is important that we strike the right balance between controlling access to the internet and technology, setting rules and boundaries and educating pupils, staff and parents about responsible use. We are aware that pupils and staff cannot be completely prevented from being exposed to risks both on and offline. Our pupils need to be empowered and educated so that they are equipped with the skills to make safe and responsible decisions as well as to feel able to report any concerns.

All members of staff must be aware of the importance of good E-Safety practice in the classroom in order to educate and protect the pupils in their care. Members of staff also need to be informed about how to manage their own professional reputation online and demonstrate appropriate online behaviours compatible with their role. (See Acceptable Use of IT Policy).

Aims

- Ensure that all pupils have age appropriate knowledge and skills to keep themselves safe when using the internet
- Ensure that parents are kept informed and supported regarding E-Safety
- Ensure that all staff have necessary knowledge and skills to educate pupils about E-Safety

Responsibilities

Governors:

- Ensure that the academy is including E-Safety in its curriculum

SLT:

- Ensure that all year groups are teaching E-Safety as per long term plan
- Monitor impact of E-Safety curriculum
- Ensure that all staff understand their responsibilities
- Ensure that there are opportunities for parents to be kept fully informed and supported

All Staff:

- Have clear understanding of E-Safety issues and required actions
- Report and E-Safety concerns/issues to their Senior Leadership Team as soon as the issue is identified
- Take responsibility for their own actions using the internet and communication technologies, adhering to Trust related policies, including the Trust's Data Protection and Acceptable Use of IT policies, at all times

Teachers:

- Planning and carrying out age-appropriate E-Safety lessons
- Reinforcing this learning throughout the year
- Responding to children's questions/concerns

Pupils:

- Engage with E-Safety learning opportunities
- Report any E-Safety concerns/issues to their class teacher – whether they occur in school or outside
- Take age appropriate responsibility for their own actions when using the internet and communication technologies

Network & IT Specialist staff:

- Ensure that appropriate technological solutions are in place to ensure E-Safety as well as possible whilst still enabling pupils to use the internet effectively in their learning.
- Ensure that all information captured using these systems is secure, accessible to the appropriate members of staff, and stored safely. In addition securing and preserving evidence of any E-Safety breach.
- Check and audit all systems to ensure that no inappropriate data is stored or is accessible.
- Support the review of this and other policies to ensure that the Trust continues to protect all parties through continuous reflection.
- Monitors the working of technology systems which track pupil's internet use to detect E-Safety breaches.
- Assists in the resolution of E-Safety issues.

National Curriculum & Provision

E-Safety is a core part of the National Curriculum. It is taught as a separate and discrete subject in every year group as part of our long term curriculum plan and then referred to throughout the year across the curriculum.

Assessment / Record Keeping

Senior Leadership Teams will monitor the impact of E-Safety education through discussions with pupils and by keeping records of incidents, related actions and learning for the future.

Organisation

The Trust employs many different technologies to help to ensure E-Safety for the whole academy community;

- The Trust will use internet filtering to block inappropriate content and in addition block websites which are irrelevant to the pupil's programme of study and are considered time wasting or counterproductive to the learning environment.

- The Trust will use a system which can track all activity on the academy's computers. This system will help flag potential E-Safety issues which will be monitored and then can be investigated by senior staff.
- The Trust will restrict which activities pupils can perform using ICT and the internet through systems security policy and access controls to the networks we operate.

Teaching staff will work with the IT team to use control mechanisms to attempt to limit the applications and web sites which the students can visit whilst using ICT within a lesson.

Response to issues of misuse

Whenever a pupil or staff member infringes the E-Safety policy the incident will be fully investigated by a senior member of staff and an appropriate sanction applied. Staff incidents will be investigated and action taken as per the Trust's Staff Disciplinary, Capability, Grievance and Appeals Policy and related procedures

Incidents involving pupils will be dealt with sensitively but firmly, with parents fully informed. Issues such as use of non-educational sites during lessons will be dealt with by the class teacher using their Academy's behaviour sanctions. More serious issues such as using the internet to search for inappropriate content, sending unauthorised unkind messages to other pupils, deliberately deleting other pupil's work or damaging equipment will be referred to senior staff for investigation and action.

In significant cases such behaviour could lead to suspension, permanent exclusion or police involvement. The Trust will involve police and/or other safeguarding professionals if it is appropriate to do so.

Primary pupils are not permitted to bring their own devices or mobile phones in to their academy. If a Primary pupil needs to bring a mobile phone for use after school they should give it to their academy office for safekeeping during the school day.

Secondary pupils are not allowed mobile phones, or any other form of electronic device, at their academy. If a Secondary pupil's mobile phone is seen or heard anywhere on the academy site it will be immediately confiscated. Confiscated items will be retained for one day. If there are two occurrences within a Teaching Cycle parents will be asked to collect the device from the Academy.

The Parent – Teacher Partnership

Trust academies will actively seek to inform and offer support to parents and families regarding E-Safety in order to work in partnership to protect pupils.

Inclusion & Equality

We strongly believe that all pupils should have full and equal access to all learning opportunities and experiences. It is the responsibility of all staff to ensure that pupils are supported and challenged as appropriate to their individual need.

Department:	Strategic Executive Team
Date of issue:	May 2018
Approved by:	Board of Trustees
Date revised:	December 2021
Review date:	December 2024