West Sussex E-Safety Policy For Schools
Adopted by Stedham Primary School

Introduction
Our aim through this e-safety policy is to create a safe environment where we can both work and learn. This environment should be safe for both young people and adults alike.

E-safety is not purely a technological issue. The responsibility for e-safety must not be solely delegated to technical staff, or those with a responsibility for ICT. We must therefore firmly embed e-safety within all safeguarding policies and practices. This then makes that responsibility rest with of all those who work with our pupils whether in a paid or unpaid capacity.

No one policy or technology can create the safe learning and working environment we need. We aim work towards this by combining the following:
2. Technology Based Solutions
3. Education in terms of acceptable use and responsibility

Policies
The policies and guidance to help form safe environments to learn and work in include, but are not limited to:

- The school Acceptable Use Policy (AUP)
- The school Internet Filtering Policy
- The staff Guidance for the Safer Use of the Internet
- The Information Security Guidance

These policies set the boundaries of acceptable use. We need to use these policies however in conjunction with other policies including, but not limited to:

- The Behaviour Policy
- The Anti-Bullying Policy
- The Staff Handbook
- The Social Networking Policy

Technology
The technologies to help form a safe environment to learn and work include:

- Internet filtering – this is provided through our Broadband provider, Exa.
- Antivirus Software
**Education**
The education of our pupils is key to them developing an informed confidence and resilience that they need in the digital world. The National Curriculum programme for Computing at Key Stages 1 to 2 makes it mandatory for children to be taught how to use ICT safely and securely. Together these measures form the basis of a combined learning strategy that can be supported by parents, carers, and the professionals who come into contact with children.

Educating our pupils in the practice of acceptable use promotes responsible behaviour and builds resilience. Personal, Social and Health Education (PSHE) lessons can also provide an opportunity to explore potential risks, how to minimize these and to consider the impact of our behaviour on others.

We cannot realistically provide solutions to each and every potential issue arising in a rapidly changing world. As a result, we aim for our pupils to be able to transfer established skills and safe working practices to any new “e-activities” they encounter.

We recognise that it is equally important to ensure that the people who care for our pupils should have the right information to guide and support them whilst empowering them to keep themselves safe.

**Monitoring and Self-Review**
It is our intention in this time of ever changing technology that we maintain rigorous policies and practices to ensure the e-safety of all our staff and pupils. Our policies will be reviewed on an annual basis and will form part of the induction process for all new members of staff.

To help us to undertake this review we will use the 360° safe self-review tool which is currently available free of charge and provided by the South West Grid for Learning. This will help us to identify strengths and weaknesses in our school policies and opportunities for commitment from our whole school community. It is also a forum for us to discuss how we might move towards our aim of e-safety practice that is aspirational and innovative.

This policy was written August 2014 and first adopted by Stedham Primary in September 2014
Reviewed: September 2016
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