

HUNTERS HILL TECHNOLOGY COLLEGE

E-SAFETY POLICY



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This Policy has been drawn up to take into account the reports produced and published by BECTA (March 2006) “*Safeguarding Children in a Digital World*” and “*E-safety*” which are available at www.becta.org.uk/corporate/publications

Pupils

- On admission all pupils are required to sign up to a Student Internet Agreement which outlines responsibilities relating to computer usage.
- Students failing to adhere to the Student Internet Agreement regarding e-safety will meet with the ICT Co-ordinator to discuss the risks that they are exposing themselves and others to. Further non-compliance will result in termination of Internet access until a meeting with parents/carers to discuss the issues has been held and the situation satisfactorily resolved.
- Part of Year 7 induction in ICT will include e-safety lessons.
- A whole School approach to e-safety will be implemented as part of the School’s PSHE and Citizenship curriculum and during weekly assemblies. The materials will consist of interactive materials produced by T+Smart Surfers.
- No student is permitted to bring into School any MP3 players, memory sticks, mobile or camera telephones or other electronic equipment into school.
- Staff and ICT Technicians will monitor what students are accessing during their time at a computer.
- Any inappropriate materials observed are to be reported to the ICT Co-ordinator and/or one of the ICT Technicians at the earliest opportunity. The ICT Co-ordinator and ICT Technicians can block Internet access immediately.
- Child protection issues will be reported to the School’s link Child Protection staff member.

Parents/Carers

- On admission parents/carers are issued with a Responsible Use of the Internet Information Sheet. Parents/carers are also asked to read and sign a Student Internet Agreement.
- As well as promoting e-safety within School, e-safety materials will be made available to parents/carers via the Learning Gateway.

Staff

- All staff working directly with students must familiarise themselves with the School's rules on computer usage and current guidelines on the safeguarding of students whilst using the Internet and email.
- Staff must monitor what pupils are accessing whilst they are using a computer
- All staff are required to follow Birmingham Education Service's Policy for the Acceptable Use of the Internet www.bgfl.org/services/itconnect/aup.htm together with this Policy.
- Any inappropriate material discovered during usage by staff must be reported to a line manager or a senior member of staff at the earliest opportunity.
- An electronic version of the BECTA Report "*Safeguarding Children in a Digital World*" is available to all staff on the Learning Gateway.

General

- The School's network files and histories of sites visited are checked on a regular basis by the School's ICT Technicians. It is mandatory for any concerns and incidents of inappropriate usage to be reported by staff to the ICT Co-ordinator or a senior member of staff at the earliest opportunity.
- Following any incident that may indicate that evidence of indecent images or offences concerning child protection may be contained on the School's computers, the matter will be referred at the earliest opportunity to the local Police.
- This Policy will be regularly updated and reviewed every 12 months.