



Parents' Internet Policy

1 Internet

The purpose of Internet use in our school is to raise educational standards, to promote pupil achievement, to support the professional work of staff and to enhance the school's management information and business administration systems.

2 Benefits of using the Internet in education include:

- access to world-wide educational resources including museums and art galleries;
- cultural, vocational, social and leisure use in libraries, clubs and at home;
- access to experts in many fields for pupils and staff;
- staff professional development through access to national developments, educational materials and good curriculum practice.

3 Access

The school Internet access will be designed expressly for pupil use and will include filtering appropriate to the age of pupils.

Pupils will be educated in the effective use of the Internet in research, including the skills of knowledge location, retrieval and evaluation.

4 Information

If staff or pupils discover unsuitable sites, the URL (address) and content must be reported to the Internet Service Provider via the ICT co-ordinator.

Pupils should be taught to be critically aware of the materials they read and shown how to validate information before accepting its accuracy.

5 Access to internet

The school will keep a record of all staff and pupils who are granted Internet access. The record will be kept up-to-date, for instance a member of staff may leave or a pupil's access be withdrawn.

For primary pupils, access to the Internet will be by adult demonstration with occasional directly supervised access to specific, approved on-line materials.

Parents will be informed that pupils will be provided with supervised Internet access.

6 Risk assessment

In common with other media such as magazines, books and video, some material available via the Internet is unsuitable for pupils. The school will take all reasonable precautions to ensure that users access only material that the school deems appropriate. However, due to the



international scale and linked nature of Internet content, it is not possible to guarantee that unsuitable material will never appear on a school computer. The school cannot accept liability for the material accessed, or any consequences of Internet access.

The use of computer systems without permission or for inappropriate purposes could constitute a criminal offence under the Computer Misuse Act 1990.

Methods to identify, assess and minimise risks will be reviewed regularly.

The head teacher will ensure that the Internet policy is implemented and compliance with the policy monitored.

7 Filtering management

If staff or pupils discover unsuitable sites, the URL (address) and content must be reported to the Internet Service Provider via Mr Balerdi, the ICT co-ordinator.

Mr Balerdi will ensure that regular checks are made to ensure that the filtering methods selected are appropriate, effective and reasonable.

Any material that the school believes is illegal must be referred to the Internet Watch Foundation.

Filtering strategies will be selected by the school, in discussion with the filtering provider where appropriate. The filtering strategy will be selected to suit the age and curriculum requirements of the pupil.

8 Introducing the policy to pupils

Rules for Internet access will be posted in all rooms where computers are used.

Pupils will be informed that Internet use will be monitored.

Instruction in responsible and safe use will precede Internet access.

9 Consultation of staff

All staff must accept the terms of the 'Responsible Internet Use' statement before using any Internet resource in school.

All staff including teachers, supply staff, classroom assistants and support staff, will be provided with the School Internet Policy, and its importance explained.

Staff will be aware that Internet traffic can be monitored and traced to the individual user. Discretion and professional conduct is essential.

The monitoring of Internet use is a sensitive matter. Mr Balerdi, who operates monitoring procedures, will be supervised by senior management.

10 Maintenance of the ICT system security.

The school ICT systems will be reviewed regularly with regard to security.

Virus protection will be installed and updated regularly.

Use of portable media such as USB or memory sticks and CD-ROMs will not be permitted without specific permission and a virus check.



Files held on the school's network will be regularly checked.
The network manager will ensure that the system has the capacity to take increased traffic caused by Internet use.

11 Complaints regarding Internet use.

If a parent is concerned about anything to do with the internet use in the school, they should in the first instance, discuss the matter with the class ICT teacher or ICT coordinator. Most matters of concern can be dealt with informally in this way.

Where a parent feels that a situation has not been resolved they should follow the procedure set up in the schools complaints policy.

12 How will parents' support be enlisted?

Parents' attention will be drawn to the School Internet Policy in meetings.

Internet issues will be handled sensitively to keep parents informed.

A partnership approach with parents will be encouraged. This could include demonstrations, practical sessions and suggestions for safe Internet use at home.

Advice on filtering systems and educational and leisure activities that include responsible use of the Internet will be made available to parents.

Interested parents will be referred to organisations such as SimpleCyberLife.com, Internetmatters.org or Safetynetkids.org or childnet.com.

This document, although correct at the time of publication, does not form a contract between the recipient and school. The school reserves the right to make changes at any time which it considers to be necessary for legal, administrative or educational reasons.

Policy Reviewed on September 2021



Responsible Internet Use

These rules help us to be fair to others and keep everyone safe.

- **I will ask permission before using the Internet.**
- **I will use only my own network login and password.**
- **I will only look at or delete my own files.**
- **I understand that I must not bring software or disks into school without permission.**
- **I will not send e-mail.**
- **I will not use Internet chat.**
- **If I see anything I am unhappy with, I will tell a teacher immediately.**
- **I understand that the school may check my computer files and the Internet sites I visit.**
- **I understand that if I deliberately break these rules, I may not be allowed to use the Internet or computers.**

The school may exercise its right to monitor the use of the school's computer systems, including access to web-sites, the interception of e-mail and the deletion of inappropriate materials where it believes unauthorised use of the school's computer system is or may be taking place, or the system is or may be being used for criminal purposes or for storing unauthorised or unlawful text, imagery or sound.

Policy Reviewed on September 2021