



Newton Poppleford Primary School Policy for Access to the Internet

1:1 Aims

At Newton Poppleford Primary School we aim to provide a learning environment with the highest standards of opportunity for children to achieve their full potential. As part of this aim we see access to the Internet as a powerful tool.

We believe that access to the Internet will:

- Enrich the quality of curriculum provision and extend learning activities
- Help us raise children's attainment
- Support teachers' planning and resourcing of lessons
- Enhance the school's management and administration systems, and
- Enhance staff development through access to educational materials, as well as the sharing of information and good curriculum practice between schools, support centres and the LA and DfE.

1:2 Inappropriate Material

Unfortunately, along with a wealth of useful educational sites on the Internet, there are also sites which contain inappropriate materials which it would be unacceptable for children to gain access to.

To ensure that children access the Internet within a safe environment, we use SWGfL as our Internet Service Provider (ISP). The ISP excludes unacceptable material through filtering lists of inappropriate sites to which access is barred when using the school's line. However, there is a very small risk that inappropriate material may occasionally get through unfiltered.

We therefore follow the agreed guidelines below to ensure that children can access the Internet safely.

1:3 Guidance for staff

Teachers should:

- Ensure that they have received adequate training with Internet use before they supervise children's use of the Internet.

- Supervise children's use of the Internet.
- Supervise children *at all times* when accessing the Internet, with all monitors clearly visible by the teacher.
- Train children in how to use the Internet.
- Ensure children are aware of and agree with the "Rules for Responsible Internet Use" before they grant children access to it.
- Give children clear objectives for Internet use (*e.g. structure children's access by specifying a site within which they are allowed to browse or by providing lists of suitable web sites from which the children should not stray*).
- Preview (where possible) any web sites they intend to allow children access to, to ensure the sites do not contain inappropriate material and are suitable for the age and maturity of their pupils.
- Add sites they have tested and approved to the school staff web site for other teachers to use.
- Ensure that children are aware of the need to respect copyright of materials on the Internet and acknowledge the source of materials taken for use in their own work.
- Take prompt action if they or their pupils encounter inappropriate material on the Internet:
 - Ensure children are shielded from unpleasant material (e.g. switch off the monitor and move children away).
 - Record the Uniform Resource Locator (URL) or web site address, the content of the site and any other relevant information
 - Inform the ICT co-ordinator/Head Teacher of the site details as soon as possible
- The ICT co-ordinator/Head Teacher will then:
 - Report the inappropriate material and web site address to SWGfL via the Helpdesk or through SWGfL website.
- Check files on the system if they believe a child may have been attempting to access unsuitable material.
- The ICT co-ordinator and Head Teacher will make occasional checks on files to monitor compliance with the school's Internet Access policy.
- Discipline children if they make inappropriate use of the Internet. Punishments should be in line with the 'Escalating Scale of Sanctions' described in the school's Behaviour policy. These may include suspending a child's access to the Internet and informing parents of serious incidents. The Head Teacher should be informed of all incidents where a child has needed sanctioning for irresponsible use of the Internet.
- Children should not send personal information (e.g. address and 'phone number) or arrange to meet someone, over the Internet.

1:4 Children should:

- Agree and follow the “Rules for Responsible Internet Use”
- Respect copyright and acknowledge the source of material they have used from the Internet.
- Inform a teacher immediately if they encounter any material that they feel is offensive or they think may cause offence to others.
- Be aware that their files held on the system may be reviewed by the teacher at any time.
- Be aware that they will incur sanctions if they make irresponsible use of the Internet.
- Only send polite e-mail messages to the addresses their teacher has specified and not include personal details (e.g. address, ‘phone number).

1:5 The school will:

- Inform all parents that their children will be provided with supervised Internet access as part of the school’s curriculum.
- Inform all parents of the school’s “Rules for Responsible Internet Use” which their children will be expected to abide by in order to ensure a safe environment.
- Answer parents’ queries and concerns about their child’s use of the Internet and our safeguards to protect them from unpleasant material.

(Parental permission will *not* be called for by the school before a child is allowed to gain access to the Internet).

APPENDIX 1

LETTER TO PARENTS

Dear Parents,

At Newton Poppleford Primary we aim to provide a high quality learning environment for your child, using the best resources and equipment available. As part of this aim, we encourage children to make use of the Internet for research work and to extend their learning activities. The Internet allows us to access a wealth of exciting, informative and up-to-the-minute information.

In order to combat the problem of children accessing unsuitable material through the Internet, we use an Internet Service Provider which has been recommended by Devon County Council. This Internet Service Provider filters out the material which is unsuitable for children and stops them from being able to view it on the school computers.

We also operate strict rules for using the Internet (see website) and the children are only allowed to access the Internet when being supervised by a teacher. We also make sure that all the computer screens can be clearly seen by the teacher at all times and that the children are guided in their searches to ensure that they make safe and profitable use of the Internet.

The Internet is an exciting and stimulating resource which will enhance your child's education, It will also assist us in ensuring that your child develops a good understanding of Information Communication Technology which is so important in today's world.

Yours sincerely,