WOHL ILFORD JEWISH PRIMARY SCHOOL

E-SAFETY POLICY

Signature of Headteacher:

Reviewed: June 2018

Next Review: June 2020

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E-safety Policy Part 2: For Parents

Internet and Computing: Pupils will have access to:

- The Internet at school
- The school's chosen email system
- Computing facilities and equipment at the school.

I accept that ultimately the school cannot be held responsible for the nature and content of materials accessed through the Internet and mobile technologies, but I understand that the school takes every reasonable precaution to keep pupils safe and to prevent pupils from accessing inappropriate materials.

I understand that the school can, if necessary, check my child's computer files and the Internet sites they visit at school and if there are concerns about my child's e-safety or e-behaviour they will contact me.

Use of digital images, photography and video: I understand the school has a clear policy on "The use of digital images and video" and I support this.

I understand that the school will necessarily use photographs of my child or including them in video material to support learning activities.

I accept that the school may use photographs / video that includes my child in publicity that reasonably promotes the work of the school, and for no other purpose.

I will not take and then share online, photographs of other children (or staff) at school events without permission.

Social networking and media sites: I understand that the school has a clear policy (Acceptable Use Policy) on "The use of social networking and media sites" and I support this.

I understand that the school takes any inappropriate behaviour seriously and will respond to observed or reported inappropriate or unsafe behaviour.

I will support the school by promoting safe use of the Internet and digital technology at home. I will inform the school if I have any concerns.

We will assume that you are in agreement with this policy. However, if you would like to opt out of any of the above statements, you will need to email the school office at office@ijpsonline.co.uk

The use of digital images and video

To comply with the Data Protection Act 2018, we need your permission before we can photograph or make recordings of your daughter/son. This is done when your child is first registered at the school.

We follow the following rules for any external use of digital images:

If their photograph is used, we avoid naming the pupil.

Where showcasing examples of pupils' work, we only use their first names, rather than their full names.

Only images of pupils in suitable dress are used.

Staff are not allowed to take photographs or videos on their personal equipment.

Examples of how digital photography and video may be used at school include:

- Your child being photographed (by the class teacher or teaching assistant) as part of a learning activity; eg taking photos or a video of progress made by a nursery child, as part of the learning record, and then sharing with their parent /guardian.

- Your child's image being used for presentation purposes around the school; eg in class or wider school wall displays or PowerPoint© presentations.

- Your child's image being used in a presentation about the school and its work in order to share its good practice and celebrate its achievements, which is shown to other parents, schools or educators; eg within a CDROM / DVD or a document sharing good practice; in our school prospectus or on our school website. In rare events, your child's picture could appear in the media if a newspaper photographer or television film crew attends an event.

Note: If we, or you, actually wanted your child's image linked to their name we would contact you separately for permission, eg if your child won a national competition and wanted to be named in local or government literature.

The use of social networking and on-line media

This school asks its whole community to promote the 3 common approaches to online behaviour:

- o **Common courtesy**
- o **Common decency**
- o **Common sense**

How do we show common courtesy online?

- o We ask someone's permission before uploading photographs, videos or any other information about them online.
- o We do not write or upload 'off-hand', hurtful, rude or derogatory comments and materials. To do so is disrespectful and may upset, distress, bully or harass.

How do we show common decency online?

- o We do not post comments that can be considered as being **intimidating, racist, sexist, homophobic or defamatory. This is cyber-bullying** and may be harassment or libel.
- o When such comments exist online, we do not forward such emails, tweets, videos, etc. By creating or forwarding such materials we are all liable under the law.

How do we show common sense online?

- o We think before we click.
- o We think before we upload comments, photographs and videos.
- o We think before we download or forward any materials.
- o We think carefully about what information we share with others online, and we check where it is saved and check our privacy settings.
- o We make sure we understand changes in use of any web sites we use.
- o We block harassing communications and report any abuse.

Any actions online that impact on the school and can potentially lower the school's reputation (or someone in the school) in some way or are deemed as being inappropriate will be responded to.

In the event that any member of staff, student or parent/carer is found to be posting libellous or inflammatory comments on Facebook or other social network

sites, they will be reported to the appropriate 'report abuse' section of the network site.

In serious cases we will also consider legal options to deal with any such misuse.

The whole school community is reminded of the CEOP report abuse process: https://www.thinkuknow.co.uk/parents/browser-safety/