E-Safety Policy

Meir Heath Academy

Approved by:	Date: September 2023
Mrs M Southern (Principal) Mr J Spencer (Chair of Governors)	
Last reviewed on: September 2023	
Next review due by: September 2024	

Overview

This policy sets out clearly our expectations on pupils, staff, parents and members of the wider community to ensure best practice.

Physical Safety:

- All electrical equipment in the school is PAT tested annually to ensure that it is safe to use. Pupils are taught about the dangers of electricity as part of the science and PSHE curriculum. We expect pupils to behave appropriately near electrical sockets and appliances.
- Pupils are taught to avoid taking food and liquids anywhere near the iPads. We expect all users to refrain from eating and drinking when working on iPad.
- iPads and other ICT equipment can be easily damaged. Pupils are taught the correct way to use academy equipment. We expect pupils to respect ICT equipment and take care when handling and using.

Network Safety:

- Only the network administrators are permitted to and are able to install apps on staff and pupil iPads.
- All users of the network can be monitored remotely by the network administrators. We filter and monitor all internet traffic through an enterprise-grade protection systems.
- Pupils are taught that their use of the network can be monitored. We expect all users to understand that their use is subject to monitoring.
- Class teachers can monitor what every iPad in the classroom is doing and can view screens and lock devices at any point.

Internet Safety:

- All access to the Internet is protected by a number of different filters. These filters are designed to prevent accidental or deliberate access to unsuitable materials. The security for the school's network is controlled and monitored by the school's DSL / Principal (DDSL) and IT Lead.
- In addition, the network administrators can manually add site addresses which are considered to be unacceptable. However, no system is 100% safe and we expect users to behave responsibly.
- We expect pupils to make no attempt to access a website that they know to be unsuitable for children and/or containing offensive language, images, games or other media.
- The school website contains school policies, news and other information. We expect all persons accessing the school website to treat the content with respect and make no attempt to reproduce, use or alter any part in any way with malicious intent. No part can be reproduced for commercial reasons without written permission from the school.

Digital Images:

- Digital still and video cameras are used for recording special events as well as being essential tools for everyday learning experiences across the curriculum. On entry to the academy parents are asked to sign a consent form for images of their children to be used for school purposes. Some images celebrating the work of pupils involved in everyday and special event activities may be selected to be shown on the school website. On the website we never state a child's name with their image. The school will happily remove any image of a child on the school website at their parent's request.

E-Bullying:

- The school takes bullying very seriously and has robust procedures for identifying and dealing with it. E-bullying is the use of any communication medium to offend, threaten, exclude or bride another person or their friends, family, gender, race, culture, ability, disability, age or religion. Pupils are taught about bullying as part of the PSHE curriculum. We expect all members of our community to communicate with each other with respect and courtesy. Bullying of any type will not be tolerated by the school and will be dealt with under the procedures within the Whole School Policy on Behaviour, including bullying.