



Caverstede Nursery School

## e-Safeguarding Strategy

**Last Reviewed: 2019**

**Review Due: 2020**

Caverstede Nursery School has a commitment to ensuring the safety of everyone using our services including children, families and staff. ICT systems are now an essential part of everyday life in the school and we need to ensure that ICT is used safely and responsibly and that risks related to ICT use is properly managed.

It is important for children to learn to be e-safe from an early age and the school can play a vital role in starting this process. Unsupervised internet access brings with it the possibility of placing children in embarrassing, inappropriate and even dangerous situations.

Our e-safety strategy is built on the following core principles:

**1. Guided educational use**

Significant educational benefits can result from internet use including access to information from around the world

**2. Risk assessment**

We have a duty to ensure that children are not exposed to inappropriate information or materials. We have systems and procedures in place to minimise occurrences and deal with accidental access.

**3. Responsibility**

Internet safety depends on staff, parents/carers and visitors taking responsibility for the use of internet and other communication technologies such as mobile phones. The school has a responsibility to use technical solutions to limit internet access and to monitor their effectiveness – filtering and firewalls

**4. Managed content**

The school staff are responsible for ensuring the material accessed by the children is appropriate and for ensuring that the use of internet derived materials by staff or by children complies with copyright law. The point of contact on the website will be the school's details. No personal contact details of any staff/governors or children/families will be published. Photographs and video clips will only be used with the necessary written permissions.

All personal data about the children, families, governors and staff will not be shared with any other party (except in circumstances where we are required by law to share information)

**5. Managed communication**

Policies and procedures are in place to cover the use of email, on-line communication and social networking and mobile technologies accounts

**6. Safeguarding**

The school uses mobile filtering and application control to restrict and monitor access to sensitive data when working on iPads in and out of the school.

The school has several policies, procedures and guidance which consider different aspects of e-Safety:

- Staff Acceptable Use Policy
- Managing Email Policy
- Use of Photographic Images Policy
- Mobile Phone Policy
- ICT Development Policy (e-warriors)
- The Top 10 Do's and Don'ts when using technology in classrooms – guidance
- Privacy Notice