

Use of the Internet Policy (by Pupils and Staff) Policy



Introduction

Usually the resources used by pupils in school are carefully chosen by the teacher and determined by curriculum policies. Use of the Internet, by its nature, will provide access to information which has not been selected by the teacher. Whilst pupils will often be directed to sites which provide reviewed and evaluated information, at times they will be able to move beyond these to sites unfamiliar to the teacher.

The problems and issues that have been highlighted by the media concern all schools. Whilst some of the media interest is hype, there is genuine cause for concern that children might access unsuitable material either accidentally or deliberately.

The purpose of this policy is to:

- Establish the ground rules we have in school for using the Internet
- Describe how these fit into the wider context of our discipline and PSHE policies
- Demonstrate the methods used to protect children from sites containing pornography, racist or politically extreme views and violence. The school believes that the benefits to pupils from access to the resources of the Internet far exceed the disadvantages. Ultimately, the responsibility for setting and conveying the standards that children are expected to follow, when using media and information resources, is one the school shares with parents and carers.
- Offer guidance to staff about the use of social networking sites.

At Baynards Primary, we feel that the best recipe for success lies in a combination of site-filtering, of supervision, and by fostering a responsible attitude in our pupils in partnership with parents.

Security

The school has obtained LA guidance on Internet security and following their suggestion has based its policy on the DfES site <http://safety.ngfl.gov.uk/schools/>

Using the Internet to enhance education

The benefits include:

- Access to a wide variety of educational resources including libraries, art galleries and museums;
- Rapid and cost-effective world-wide communication;
- Gaining an understanding of people and cultures around the globe;
- Staff professional development through access to new curriculum materials, expert knowledge and practice;
- Exchange of curriculum and administrative data with the Local Authority;
- Social and leisure use;
- Greatly increased skills in Literacy, particularly in being able to research, read and appraise critically and then communicate what is important to others;
- The schools intends to teach pupils about the vast information resources available on the Internet, using it as a planned part of many lessons;
- All staff will review and evaluate resources available on web sites appropriate to the age range and ability of the pupils being taught.
- Pupils' Access to the Internet

Baynards Primary School will use the Essex County Council's filtered Internet service, which will minimize the chances of pupils encountering unsuitable material. We will normally only allow children to use the Internet when there is a responsible adult present to supervise. However, it is unrealistic to suppose that the teacher's attention will always be directed towards every computer screen. The member of staff will be aware of the potential for misuse and will be responsible for explaining expectations of proper use to pupils.

Expectation of pupils using the Internet

- All pupils are expected to read and agree the Pupil contract for safe computer and internet use (annex 1).
- At Baynards, we expect all pupils to be responsible for their own behaviour on the Internet, just as they are anywhere else in the school. This includes the materials they choose to access, and the language they use.

- Pupils using the World Wide Web are expected not to deliberately seek out offensive materials. Should any pupils encounter any such material accidentally, they are expected to report it immediately to a teacher, so that the Service Provider can block further access to the site.
- Pupils are expected not to use any rude or offensive language in their email communications, and contact only people they know or those the teacher has approved. They will be taught the rules of etiquette for email and will be expected to follow them.
- Pupils must ask permission before accessing the Internet and have a clear idea of why they are using it.
- Pupils must not access other people's files unless they have permission to do so.
- Computers and school laptops should only be used for school work and homework unless permission has been given otherwise.
- No program files may be downloaded from the Internet to the computer, to prevent corruption of data and to avoid viruses.
- No programs on CD Rom or flash drive/memory sticks should be brought in from home for use in school. This is for both legal and security reasons. Homework completed at home may be brought in on a memory stick, but will be virus scanned by the class teacher before use.
- No personal information such as phone numbers and addresses should be given out and no arrangements should be made to meet someone via the Internet/email, unless this is part of an approved school project.
- Pupils consistently choosing not to comply with these expectations will be warned, and may be denied access to Internet resources. They will also be subject to the general disciplinary procedures of the school.

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Appendix 1 - Pupil Contract for Safe Computer and Internet Use

Appendix 2 - Employee Agreement for the use of School Technology

Appendix 3 - Employee Agreement on the use of Email and the Internet