

# **Bordon Junior School**

## **Safe Internet Use Policy**

---

Bordon Junior School recognises the importance of ICT and the Internet as a valuable resource within our curriculum. The purpose of this policy is to define safe practice for the whole school community.

### **PUPILS**

In the interest of pupil safety, both at school and home, and to reduce the risk of pupils viewing unsuitable material on the Internet the following provisions are practiced.

#### **Internet Safety**

Children are taught:

- not to give personal information of any kind or the name and location of their school.
- not to respond to messages which make them feel uncomfortable or threatened.
- to report to a trusted adult any information that makes them feel uncomfortable.
- to never send a photograph of them self without permission.
- to never agree to meet anyone that they may have befriended online.
- to talk to parents about their Internet use at home and have set guidelines for safe use.
- passwords must not be given to anyone, even best friends, the exception being parents.
- to respect others when using the Internet and not intentionally do anything to hurt people.
- that social networking sites (e.g. Facebook) are illegal for use by anyone under the age of 13.

#### **Pupil Access to the Internet**

- Pupils are carefully monitored when using the Internet and any inappropriate use is severely dealt with.
- Pupils are not allowed use of the computers during break times or lunch times without an adult in close proximity.
- The Internet is filtered through the school's Hampshire service providers.
- No system is 100% secure, so children are encouraged to report any unsuitable material that appears on their screens. This also teaches children to self-monitor which highlights awareness when surfing the Internet both at home and at school.

#### **STAFF AND GOVERNORS**

Our confidentiality policy extends through and is part of our Safe Internet Use Policy, therefore:

- staff and governors must not under any circumstances make links with any pupils via the internet through social networking sites (e.g. Facebook)
- school related issues must not, at any time, be discussed on the internet through social networking sites (e.g. Facebook)
- we expect staff and governors to uphold, at all times, all school policies (please refer to the school policy folder held in the school office for further detail)

This Safe Internet Use Policy will be reviewed and agreed annually by staff and governors.

This policy should be read in conjunction with the school ICT Policy and Network Policy for additional information on computer use within our school.

---