

online safety policy statement

March 2025

We are committed to reviewing our policy and good practice annually

The purpose of this policy statement

Brompton and Sawdon Community Primary school works with children and families as part of its activities. These include: lessons, visits, Wild School, after-school clubs, projects and collaborative work.

The purpose of this policy statement is to:

- ensure the safety and wellbeing of children and young people is paramount when adults, young people or children are using the internet, social media or mobile devices
- provide staff and volunteers with the overarching principles that guide our approach to online safety
- ensure that, as an organisation, we operate in line with our values and within the law in terms of how we use online devices.

The policy statement applies to all staff, volunteers, children and young people and anyone involved in [name of group/organisation]'s activities.

We believe that:

- children and young people should never experience abuse of any kind
- children should be able to use the internet for education and personal development, but safeguards need to be in place to ensure they are kept safe at all times.

We recognise that:

- the online world provides everyone many opportunities; however it can also present risks and challenges
- we have a duty to ensure that all children, young people and adults involved in our organisation are protected from potential harm online
- we have a responsibility to help keep children and young people safe online, whether or not they are using [name of organisation]'s network and devices
- working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare and helping them to be responsible in their approach to online safety
- all children, regardless of age, disability, gender reassignment, race, religion or belief, sex or sexual orientation, have the right to equal protection from all types of harm or abuse.

We will seek to keep children and young people safe by:

- appointing an online safety coordinator **[this is the Head teacher / Designated Safeguarding Lead]**
- providing clear and specific directions to staff and volunteers on how to behave online through our **Staff**

Code of Conduct and Acceptable Use Policy

- supporting and encouraging the young people using our service to use the internet, social media and mobile phones in a way that keeps them safe and shows respect for others
- supporting and encouraging parents and carers to do what they can to keep their children safe online
- developing an online safety agreement for use with young people and their parents or carers
- developing clear and robust procedures to enable us to respond appropriately to any incidents of inappropriate online behaviour, whether by an adult or a child or young person
- reviewing and updating the security of our information systems regularly
- ensuring that user names, logins, email accounts and passwords are used effectively
- ensuring personal information about the adults and children who are involved in our organisation is held securely and shared only as appropriate
- ensuring that images of children, young people and families are used only after their written permission has been obtained, and only for the purpose for which consent has been given
- providing supervision, support and training for staff and volunteers about online safety
- examining and risk assessing any social media platforms and new technologies before they are used within the organisation.

If online abuse occurs, we will respond to it by:

- having clear and robust safeguarding procedures in place for responding to abuse (incl' online abuse)
- providing support and training for all staff and volunteers on dealing with all forms of abuse, including bullying or cyberbullying, emotional abuse, sexting, sexual abuse and sexual exploitation
- making sure our response takes the needs of the person experiencing abuse, any bystanders and our organisation as a whole into account

- reviewing the plan developed to address online abuse at regular intervals, in order to ensure that any problems have been resolved in the long term.

Related policies and procedures

This policy statement should be read alongside our organisational policies and procedures, including:

- **child protection**
- **procedures for responding to concerns about a child or young person's wellbeing**
- **dealing with allegations of abuse made against a child or young person**
- **managing allegations against staff and volunteers**
- **code of conduct for staff and volunteers**
- **anti-bullying policy and procedures**

Contact details

Online safety co-ordinator / Senior lead for safeguarding and child protection

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NSPCC Helpline : 0800 800 5000



Brompton & Sawdon Community Primary School – ½ termly Safeguarding **CULTURE** Checks

At Brompton & Sawdon Community Primary School, we undertake internal monitoring to assist in understanding the culture of safeguarding across the whole school environment. The checks below primarily focus on the physical environment of the school and assists leaders in understanding whether there is consistency within practice regarding staff members adhering to policy and procedure which is established to create a safe and supportive school environment.

Safeguarding and promoting the welfare of children is everyone's responsibility. Everyone who comes into contact with children and their families has a role to play. At Brompton & Sawdon Community Primary School, we have high expectations of ensuring that the school provides a safe and supportive environment for all pupils. We proactively use examples of inappropriate and harmful practice within staff training and development to enhance all staff members knowledge of the umbrella of safeguarding activity that takes place every day.

Date:		Conducted by:	Headteacher and Safeguarding Governor (DC)		
	Check undertaken		Red	Amber	Green
1	Staff wearing lanyards				
2	Staff signed in and out appropriately in the school premises				
3	Visitors signed in and out appropriately in the school premises / wearing badges				
4	Condition of pupil toilets				
5	Condition of disabled toilets				
6	Staff mobile phones stored securely				
7	Staff computers locked in accordance with GDPR when not in use				
8	Pupil to staff ratios are suitable at lunch / break times				
9	Access to caretaker's cupboard and restricted spaces for pupils are locked				
10	Checks for any hazardous items on corridors and in classrooms				
11	Checks for any blocks to fire exits				
12	Is first aid equipment readily accessible at break and lunch time				
13	Safeguarding signage such as first aid, DSL and governor information is accurate				
14	All school gates are locked appropriately during the school day				
15	Pupils know who they can report any worries to				
16	Pupil know different ways that they can tell somebody (worry box)				
17	Children know what to do in case of fire				
18	Children know what visitors should wear / how to report any concerns				
19	Children feel safe				
20	DSL/DOSL information clear for all visitors (who to report concerns to)				
21	MONITORING OF SCHOOL INTERNET FILTERS / MONITORING SYSTEM / RESPONSE TO ANY BREACHES				

Creating a culture of safeguarding:

- Reference to safeguarding in every staff meeting
- Reference to safeguarding in every weekly memo for all staff
- Safeguarding refresher training and training day every September
- Governors talk to school council regarding safeguarding
- NYSOP Developments in Safeguarding Masterclass
- Half termly safeguarding Culture Check / SCR check / Filtering check with governors
- Regular safeguarding assemblies, including online safety
- Safeguarding features on weekly newsletter – including wider/contextual issues
- Monthly Online Safety newsletter for parents / weekly #WakeupWednesday wellbeing and online safety resource shared
- Weekly Safeguarding briefings distributed to all staff and governors, including online safety
- Online safety units yearly as part of the Computing curriculum
- Computing teaching starts with Online Safety at the start of every year (following the Summer Holiday)
- Daily filtering and monitoring reports received from Smoothwall. Immediate flagging of any inappropriate usage
- Contract also with Smoothwall Monitoring – enhanced filtering, monitoring and reporting
- Staff Code of Conduct / Acceptable use policy
- Online Gaming /Gambling added to PHSE and computing curriculums
- AI (Artificial Intelligence) added to PHSE and computing curriculums

Outcomes: