

**E-Safety Policy**

**Aims**

WIST is fully committed to online child protection. This e-safety Policy is intended to consider all current and relevant e-safety issues, in a whole school context, linking with other relevant policies. There are three main elements to our policy:

1. Prevention through the teaching and pastoral support offered to pupils.

1. Procedures for identifying and reporting cases, or suspected cases, of risky online behaviour or online abuse. Due to the nature in which technology is embedded in the day-to-day education of children, coupled with the daily contact staff have with aforementioned children, staff are therefore well placed to observe any outward signs of online abuse and risky behaviour.
2. Support to pupils who may have been the victim / perpetrator of online abuse. A range of approaches, including targeted information sessions, counselling and restorative practice will be used as necessary.

Our policy applies to all staff and volunteers working in the school, as well as (school governors).

Learning Support Teaching Assistants, Teaching Assistants, Ground and Administrative staff as well as teachers can be the first point of disclosure for a child. Concerned parents may also contact the school.

**Policy Details**

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| **E-safety at WIST**  Prevention  We recognise that informative e-safety sessions, good lines of communication with trusted adults and strong, supportive friendship groups can help identify potential issues early as well as helping with prevention. The school will therefore:   1. Establish and maintain an ethos where children feel secure, are encouraged to talk and are listened to. 2. Ensure children know that there are adults in the school whom they can approach if they are worried or in difficulty.      1. Include in the curriculum, activities and opportunities where e-safety is the main focus, which will equip children with the skills they need to identify potential online risks and to stay safe while online. They should also be skilled in knowing what to do should they encounter any difficulty while online. 2. Include, in the curriculum, material which will help children inculcate resilience to the reality of the digital world, particularly with regards to anti-social behaviour and inherently (and often deliberately) mean and offensive comments (often referred to as “trolling”). | |
| **E-Safety Procedure:**  Key points  The school has a designated E-safety lead, who has undertaken appropriate e-safety training. This is currently our Head of ICT, who will be supported by the Heads of School and the Principal who should also have received the appropriate e-safety training. In addition to this, all staff from Primary and Secondary and the school nurse, should also receive basic e-safety training.   1. Ensure every member of staff and (every governor) knows the name of the e-safety lead and her/his role. 2. Ensure that all members of staff are aware of the need to be alert to signs of online abuse and risky behaviour, and know how to respond to a pupil who may be a victim / perpetrator of online abuse / showing signs of engaging in risky online behaviour. 3. Ensure that parents have an understanding of the responsibility placed on the school and staff for e-safety by setting out its obligations in this policy and in other key literature. Mention the policy and refer to it at appropriate points. 4. Provide appropriate training for all staff and parents (by request). A e-safety update should be carried out yearly, and as part of new staff induction. 5. Designate (a governor) for e-safety to oversee the school’s e-safety policy and practice. 6. Although every case may be different, the general checklist attached will be used to guide action. 7. Promote an environment of open dialogue regarding behavioural concerns related to online use and encourage parents to liaise with the school should the child display any behaviour at home which may indicate an online concern. | |

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| **WIST E-Safety Staff Training**:  It is essential that all staff receive e-safety training and understand their responsibilities. Training will be offered as follows:   1. A planned programme of formal e-safety training will be made available to staff. An audit of the e- safety training needs of all staff will be carried out regularly. It is expected that some staff will identify e-safety as a training need within the performance management process. 2. All new staff should receive e-safety training as part of their induction programme, ensuring that they fully understand the school e-safety policy and acceptable use policies.   The e-Safety lead will receive regular updates through attendance at information/training sessions, participation in online training sessions and by reviewing guidance documents released by a broad range of providers.  This e-Safety policy and its updates will be presented to and discussed by staff in staff/team meetings and on INSET days.  The e-Safety lead will provide advice/guidance/training to individuals as required. | |
| **The school will endeavour to support the pupil through**:   1. The content of the curriculum to encourage good online practice and resilience with regards to being an online digital citizen. 2. The school positive behaviour, anti bullying and online conduct policy which:    1. promotes a positive, supportive and secure environment    2. gives pupils a sense of being valued 3. Liaison with other agencies who support the student such aS relevant embassies or organisations such as DFID, our School Counselor, health professionals & authorities in Uzbekistan. 4. Keeping records and monitoring in case there is a recurrence of a concern. When pupils who represent a significant safeguarding risk leave, we will endeavour to transfer information to the new school.   *NB – For all pupils we will look for opportunities to ensure they can keep themselves safe, recognise abuse and encourage communication. This may be in PSHE, group discussions, ongoing e-safety reminders and in assemblies.* | |

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| **Children with Statements of Special Educational Needs**:  We recognise that statistically children with behavioural difficulties and disabilities are most vulnerable to abuse. School staff who deal with children with profound and multiple disabilities, cerebral palsy, sensory impairment, emotional or behavioural problems will be particularly sensitive to signs of abuse. | |
| **Final points**:  Due to the ever changing nature of ICT, it is best practice that the school reviews the e-safety policy at least annually and, if necessary, more frequently in response to any significant new developments in the use of the technologies, new threats to e-safety or incidents that have taken place.  Do not hesitate to talk to the Designated Safeguarding Lead/E-Safety lead if you have even the slightest concern about a child’s well-being, either online or otherwise. Whilst many concerns will be unfounded, it is necessary to ‘think the unthinkable’. There are four recognised forms of abuse:   * Neglect * Physical abuse * Sexual abuse * Emotional abuse   If you suspect any of the above it is your responsibility to report it immediately. | |