e-Safety during School Closure:
Guidance from School Governors

Concerned about a serious e- Safety incident?

Report to CEOP

(Child Exploitation and Online Protection)

What is e- Safety?

e-Safety is the safe use of information systems and electronic communications, including the internet, mobile phones and games consoles. It is important that children and young people understand the benefits, risks and responsibilities of using information technology.

- e-Safety concerns safeguarding children and young people in the digital world.

- e-Safety emphasises learning to understand and use new technologies in a positive way.

- e-Safety is less about restriction and more about education about the risks as well as the benefits so we can feel confident online.

- e-Safety is concerned with supporting children and young people to develop safer online behaviours both in and out of school.

The term Online Safety is often used to mean e-Safety. Both terms are used interchangeably.

Remote Learning – Learning safely from home

As part of the current state of lockdown, schools across England remain closed for most pupils until further notice. This could be for a prolonged period of time and the teaching of the curriculum and the way children share their learning will change substantially for the foreseeable future. The situation is rapidly evolving.

For the time being the key element of how St Michael's delivers the curriculum will be through remote learning. There is a range of ways to do this. This guidance highlights the different tools St Michael's will be using and the best way for parents and students to use them productively and safely.

Equipment

Whilst many Internet Service Providers (ISPs) offer filtering systems to help you safeguard your child at home, it remains surprisingly easy for children to access inappropriate material including unsuitable texts, pictures and movies. Parents are advised to set the security levels within Internet browsers with this in mind and ensure that operating systems and application software are up to date and that antivirus, firewall and other standard protections from online dangers are regularly updated and used.

Locating the computer or tablet in a family area, not a bedroom, will enable you to supervise children as they use the internet. Do allow your child the opportunity to learn from the wide variety of material and games available on the Internet, but set some simple rules for keeping them safe and make sure they understand the importance of these rules.

See https://www.internetmatters.org/parental-controls/ for further guidance.

Learning resources

St Michael's currently uses LGfL's myHomework cloud platform and the St Michael's website to share and receive work from students. From Monday April 27th 2020, all lessons and resources will be posted, hosted and submitted on the school's new Google Classroom cloud platform. The following resources may be specified to support your child's learning (this is not an exhaustive list) – watching a YouTube clip, using a BBC Bitesize resource, using the school's paid-for learning resources (e.g. Times Tables Rockstars, myon.co.uk, Purple Mash). No other resources should be used without an adult's permission.

Communication

In line with the school's Online Safety policy, communication between parents and school staff should only be relayed by email and/or phone via the school Office. Communication between teachers and students should only occur within the cloud platform of Google Classroom.

Rules for keeping your children safe:

Children have read and signed the school's updated Acceptable Use Policies. Parents have also signed an Acceptable Use Policy.

Parents are massively important role models for their children. 73% of children trust their parents on online safety (LGfL DigiSafe pupil survey, 2019) , so it important to have regular and open dialogue about going and being online.

Using and applying AUPs

Go through the rules with your child and consider pinning them up near the computer. It is also a good idea to regularly check the Internet sites your child is visiting e.g. by clicking on History and Favourites. Please reassure your child that you want to keep them safe rather than take Internet access away from them. You and your child know what they do most frequently online. Make sure that, while you discuss and agree all of the AUP rules, you highlight the ones that relate most to their online world and why those rules are important to understand and follow.

Below we have also assembled some key guidance and tips to help you and your children with their time online:

<u>Talking to your children about staying safe online</u>

We regularly use Computing and PSHE lessons to remind your children about the importance of staying safe online. You can use some of the resources at the links below to continue the conversation.

To help structure a discussion about healthy online habits, the idea of a [Digital 5-a-day](#) is recommended. It makes the conversation start from a positive stance. Follow this link to find out more: https://www.childrenscommissioner.gov.uk/our-work/digital/5-a-day/

[Childline](#) also have a good website about all sorts of issues that affect children, particularly about wellbeing. Their section on online safety is very good too –

https://www.childline.org.uk/info-advice/bullying-abuse-safety/online-mobile-safety/staying-safe-online/

The **<u>NSPCC</u>** also has a great range of supportive resources for children and families – https://www.nspcc.org.uk/keeping-children-safe/online-safety/

The **<u>BBC</u>** has an ongoing resource dedicated to being a positive online person – visit the website https://www.bbc.com/ownit and download the app.

<u>Watching videos</u>

Watch videos using YouTube kids or from sources that will have created them at an age-appropriate level e.g. BBC Bitesize, NatGeo Kids.

<u>Gaming</u>

Things you can do to keep your child safe online:

- Check your parental controls on your PC to stop them accessing inappropriate material

- Are you accessing games on a console or tablet? Here's how to set parental controls on any device: [Ask About Games](#)

- Have a conversation, discuss sites and apps together, talk about any concerns they may have

- Talk about personal information and what not to share online

- Is your child accessing social networks? Most of these have an age limit of 13+, check the content and age limits of what they are accessing here: [NetAware](#)

- Is your child playing computer games? Check the age limit here: [NetAware](#) . Also for computer games this website is comprehensive – [Commonsensemedia](#)

Guidance on online group meet-ups:

1. Everyone at St Michael's C of E Primary School has the right to feel welcome, secure and happy in a positive environment. At our school there is a positive and respectful culture between all staff and learners creating an environment where bullying, peer-on-peer abuse or discrimination are not tolerated. We expect the same respectful culture to be maintained in all online meet-ups.

2. Unless you are inviting the whole class, do not publicise meetings on a whole class email/WhatsApp group as this will be upsetting for children not invited to the online meet-up. Email individual parents directly to make a time and date for a meeting.

3. Ask your child to agree to three golden rules for online meet-ups:

   - Have fun and enjoy seeing your friends
   - Don't discuss any child not in the meeting
   - No swearing or discriminatory language

Class meet-ups via Zoom

With the increasingly widespread use of Zoom, there's been a rapid increase in "Zoom bombing" – uninvited participants dropping into Zoom meetings to share inappropriate or distracting audio, video, or images. To prevent this, please note the following safety tips for anyone using Zoom:

1. Avoid sharing your meeting link publicly (on social media or a public website). Share the link in a direct email and only to a parent you know personally.

2. Do not allow children to set up their own Zoom meetings without your initial oversight of invitees.

3. [Change your screen sharing settings](#) to "Host Only." This prevents anyone you don't know who has somehow accessed your meeting from sharing inappropriate content on their screen with the whole meeting.

4. Consider turning on the [Waiting Room feature](#). This will require the host to approve every participant before entry into the meeting. Keep in mind that if a participant is disconnected, you will need to re-approve them for

entry, so this option requires keeping an eye on your Zoom notifications during the meeting.

5. Alternatively, consider locking your meeting (via the "Manage Participants" button in your Zoom tool tray) once all attendees are present. (Keep in mind that if a participant loses connection, they will not be able to re-enter unless you unlock the meeting).

6. For more information, see Zoom's blog post on the subject: How to Keep the Party Crashers from Crashing your Zoom Event

Social Media

This is extensively covered in the Social Media section of the Online Safety Policy. Social media is very much part of everyday life; by signing the Acceptable Use Policies, 'we expect everybody to behave in a positive manner, engaging respectfully with the school and each other on social media, in the same way as they would face to face.'

We ask that any concerns about other members of the school community should be channelled via the school directly and privately, and, if necessary, via the school complaints procedure.

We remind you not to encourage or condone underage use of social media apps. Support your child by your own example of positive online behaviour and have an open discussion about how to achieve a healthy balance of online activity – a Digital 5-a-day.

Pupils/students are not allowed to be 'friends' with or make a friend request to any staff, governors, volunteers and contractors or otherwise communicate via social media.

Online Private Tutoring

Please exercise the same level of caution as you would for having a tutor visit your home.

Check the tutor's credentials, references and that they are DBS checked and be mindful of the potential risks associated with 1:1 online contact.

Reporting issues

Review what you have discussed when you looked at the Acceptable Use Policies. There are references about what to do when a child feels uncomfortable or worried because of the things he or she sees, hears or does online.

Here is a reminder of ways to report your concerns:

If you are concerned about the behaviour, treatment or safety of a child, please use the link on school's remote learning webpage. This will automatically alert the school's Designated Safeguarding Lead, who will take prompt action.

You can also make a report via CEOP - https://www.ceop.police.uk/ceop-reporting/

The NSPCC also offers a way to report abuse - https://www.nspcc.org.uk/ and Childline offers support for children who are feeling vulnerable - https://www.childline.org.uk/.

If you need to report an issue around terrorism, please use this link - https://www.gov.uk/terrorism-national-emergency/reporting-suspected-terrorism

If anything in this document is unclear, please get in touch with me via the school Office - admin@stmichaelsn6.com

Updated by Adrian Braune

Year 3 Teacher, Maths and Computing Lead

April 2020