



Safeguarding Children

E-Safety

Policy Statement

High Littleton Pre-School has a commitment to keeping children safe and healthy and the e-safety policy operates always under the umbrella of the Safeguarding Policy. The e-safety policy is the implementation of the Safeguarding policy in relation to electronic communication of all types.

Introduction

The Internet is now regarded as an essential resource to support teaching and learning. Computer skills are vital to accessing life-long learning and employment.

It is important for children to learn to be e-safe from an early age and the pre-school can play a vital part in starting this process.

In line with other pre-school policies that protect children from other dangers, there is a requirement that we provide children with as safe an internet environment as possible and need to begin to teach them to be aware of and respond responsibly to possible risks.

1. Core Principles of Internet Safety

The internet is becoming as commonplace as the telephone or TV and its effectiveness use is an essential life-skill. Unmediated internet access brings with it the possibility of placing children in embarrassing, inappropriate and even dangerous situations.

2. The E-Safety Policy is built on the following care principles:

- *Guided educational use*
Significant educational benefits should result from internet use including access to information from around the world. Internet use should be carefully planned and targeted within a regulated and managed environment.
- *Risk assessment*
We have a duty to ensure children in the pre-school are not exposed to inappropriate information or materials. We also need to ensure that children know how to ask for help if they come across material that makes them feel uncomfortable.
- *Responsibility*
Internet safety in the pre-school depends on staff, parents, carers and visitors taking responsibility for the use of internet and other communication technologies such as mobile phones. It is the pre-schools responsibility to use technical solutions to limit internet access and to monitor their effectiveness.



3. Why is it important for pre-school children to access the internet?

The internet is an essential element in the 21st century life for education, business and social interaction. The pre-school has a duty to provide children with quality internet access as part of their learning experience.

Pre-school internet access will be tailored expressly for educational use and will include appropriate filtering. Children will learn appropriate internet use. Staff will guide children in online activities that will support their learning journeys.

The internet is also used in the pre-school to support the professional work of staff, to allow effective planning to enhance the pre-school management information and business administration systems.

4. How will filtering be managed?

The pre-school committee member responsible for systems support will ensure that the appropriate filters are applied to the laptops available. This committee member will also review the sites accessed.

Staff will monitor the websites being used by the children during pre-school sessions.

If the staff or children discover unsuitable sites have been accessed on the pre-schools laptops, they must be reported to the systems support committee member immediately so that filters can be reviewed.

The pre-school committee will ensure there is sufficient funding and time made available for training should a new system support officer be appointed.

5. Managing Content

Staff are responsible for ensuring that material accessed by children is appropriate and ensuring that the use of any internet derived materials by staff or by children complies with copyright law.

The point of contact on the website should be the pre-schools address, pre-school e-mail and telephone number. Staff or children's home information will not be published.

Website photographs that include children will be selected carefully and will not allow individual children to be clearly identified. Children full names will not be used anywhere on the website, particularly in association with photographs. Written permission from parents or carers for featuring their child on the website is requested when each child starts the pre-school and parent/cares wishes are followed at all times.



6. Communication

- *Managing e-mail*

Children will not have access to e-mail.

Staff using e-mail will use the pre-schools e-mail address. This must not be used for personal e-mail.

- *On-line communications and social networking*

On line chat rooms and social networking sites such as Facebook or Twitter will not be used in the pre-school for personal use. The pre-school has a Facebook page which can only be accessed by the designated staff.

Staff will not discuss individual children or the pre-school on Facebook, Twitter or any other social networking site.

Staff are not allowed to be friends with parents/carers or colleagues on Facebook, Twitter or any other networking sites.

- *Mobile technologies*

Mobile phones are not permitted in any of the pre-school rooms. Staff are permitted to use their mobile phones in the office with permission from the pre-school leader. Taking of photo's is strictly prohibited anywhere on the pre-school site.

7. Parents and E-safety

Parents attention will be drawn to the pre-schools e-safety policy.

8. Handling Complaints

Any complaints about the appropriate use of the internet or other technologies will be handled through the complaints procedure.

This policy was adopted at the meeting of

High Littleton Pre-School

Held on

September 2018.....(Date)

Date to be reviewed

September 2019 (Date)

Committee Signature

Lara Turner-Rogers

Pre-School Signature

Karen Grinham

