



Use of the Internet Policy

April 2021

1. Introduction

- 1.1 The resources used by pupils in school are carefully chosen by the teacher and determined by curriculum policies. Use of the Internet, by its nature, could provide access to information which has not been selected by the teacher. Whilst all pupils will be directed to sites which provide reviewed and evaluated sources, at times, Key Stage 2 pupils will be able to move beyond these, to sites unfamiliar to the teacher.
- 1.2 The problems and issues that have been highlighted by the media concern all schools and there is a genuine cause for concern that children might access unsuitable material accidentally or deliberately.
- 1.3 The purpose of this policy is to:
 - Establish the ground rule we have in school for using the Internet.
 - Describe how these fit into the wider context of our discipline and PSHE policies.
 - Demonstrate the methods used to protect children from sites containing pornography, racist or politically extreme views and violence. (Staff receive annual safeguarding training on Prevent Duty and online Sexual Harassment - see Safeguarding policy)

The school believes that benefits to pupils from access to the resources of the Internet far exceed the disadvantages. Ultimately, the responsibility for setting and conveying the standards that children are expected to follow, when using media and information resources, is one the school shares with parents and guardians.

We feel that the best recipe for success lies in a combination of site-filtering, of supervision and by fostering a responsible attitude in our pupils in partnership with parents.

2. Using the Internet for Education

2.1 The benefits include:

- Access to a wide variety of educational resources including libraries, art galleries and museums.
- Rapid and cost effective world-wide communication using platforms such as, Microsoft Teams and Skype.
- Gaining an understanding of people and cultures around the globe.
- Staff professional development through access to new curriculum materials, expert's knowledge and practice.
- Exchange of curriculum and administration data with the LEA and DfEE
- Social and leisure use.
- Greatly increased skills in literacy, particularly in being able to read and appraise critically and then communicate what is important to others.

The school intends to teach pupils about the vast information resources available on the Internet, using it as a planned part of many lessons.

2.2 All staff will review and evaluate resources available on web-sites appropriate to the age range and ability of the pupils being taught and the Computing Coordinator will assist in the dissemination of this information.

Initially the pupils will be restricted to sites which have been reviewed and selected for content. They may be given tasks to perform using a specific group of web-sites accessed from a 'Favourites' menu on the school 'Intranet'.

2.3 Some year groups will have the opportunity to exchange information via email. They will be taught how to use the address book, how to attach files to an email and how to follow conventions of politeness. Children will use Purplemash to develop their knowledge of e-mail and Microsoft Teams will be used for children to communicate with Staff via comments and live video feeds. Children from Reception and up are taught how to access and use Teams safely and appropriately.

- 2.4 As pupils gain experience, they will be taught how to use searching techniques to locate information. Comparisons will be made between researching from different sources of information, (CD Rom, books etc). We hope that pupils will learn to decide when it is appropriate to use the Internet, as opposed to other sources of information, in terms of time taken; the amount of information found; the usefulness and reliability of information located.
- 2.5 At times, information, such as text, photos etc may be downloaded from the Internet for use in pupil's presentations. Tasks will be set to encourage pupils to view web sites and information with a critical eye and children will also be taught about ownership and using information appropriately.
- 2.6 This policy will be used along side with the Computing and E-Safety Policy.

3.0 Pupil's Access to the Internet

- 3.1 Wanborough School will use a managed filtered Internet service (RM Safety Net), which will minimise the chances of pupils encountering undesirable material. This is provided by the South West Grid for Learning through the LEA.
- 3.2 Wanborough will only allow children to use the Internet when there is a responsible adult present to supervise. However it is unrealistic to suppose that the teacher's attention will always be directed towards the computer screen.
- 3.3 Members of staff will be aware of the potential for misuse, and will be responsible for explaining to pupils, the expectation we have of pupils.
- 3.4 Teachers will have access to pupils' emails and other Internet related files and will check these on a regular basis to ensure expectations of behaviour are being met.

4.0 Expectations of pupils using the Internet

- KS1 pupils are expected to be familiar with the Internet Agreement, whilst KS2 pupils are expected to read and agree the Internet Agreement.
- At Wanborough School, we expect all pupils to be responsible for their own behaviour on the Internet, just as they are anywhere else in school.

- Pupils are expected not to deliberately seek out offensive materials. Should any pupils encounter such material accidentally, they should report it immediately to their teacher.
- Pupils should use appropriate language in email communications and contact only people the teacher has approved.
- Pupils must ask permission before accessing the Internet and have a clear idea why they are using it.
- Pupils should not access other people's file unless permission has been given.
- Computers should only be used for schoolwork and homework unless permission has been granted otherwise.
- No program files may be downloaded from the Internet. This is to prevent corruption of data and avoid viruses.
- No programs on storage media should be brought in from home for use in the school. This is for both legal and security reasons.
- Personal printing is not allowed on our network for cost reasons (e.g. pictures of pop groups/ cartoon characters)
- Pupils should not give out any personal information over the Internet and no arrangements to meet someone made unless it is part of an approved school project. (See E-Safety Policy)
- Pupils consistently choosing not to comply with these expectations will be warned, and subsequently may be denied access to internet resources. They will also come under the general discipline procedures of the school.

5.0 Web Site Guidelines

- A web site can celebrate good work, promote the school, and publish resources for projects and homework, and link to other good sites of interest.
- No names or photographs that identify individual children will appear on it unless agreement has been given by the parents.
- Home information and email identities will not be included only the point of contact to the school i.e. phone number, school address and e-mails to head/ administration.

- Group photos will not contain a names list.
- Work displayed will reflect the status of the school.

6.0 Internet Agreement

6.1 All KS2 pupils and their parents/ guardians will be asked to read and sign an agreement covering the expectations we have of pupils using the Internet in school. The parents/guardians of KS1 pupils will be asked to read and sign the agreement.

Approved: April 2021 (Curriculum)

Next Review: April 2023