Internet Access Policy 2016

Benefits of the Internet in Education

The purpose of Internet use in school is to raise educational standards, to promote pupil achievement, to support the professional work of staff and to enhance the school's management information and business administration systems.

Internet use is a part of the statutory curriculum and a necessary tool for staff and pupils.

The Internet is an essential element in 21st Century life for education, business and social interaction. The school has a duty to provide students with quality Internet access as part of their learning experience.

Benefits of using the Internet in education include:

- Access to world-wide educational resources including museums and art galleries.
- Inclusion in Government initiatives such as the National Grid for Learning (NGfL) and the Virtual Teacher Centre (VTC).
- Educational and cultural exchanges between pupils world-wide.
- Access to experts in many fields for pupils and staff.
- Staff professional development through access to national developments, educational materials and good curriculum practice.
- Communication with support services, professional associations and colleagues.
- Exchange of curriculum and administration data with the LA and DfES.

How will Internet use enhance learning?

- The school Internet access will be designed expressly for pupil use and will include filtering appropriate to the age of pupils.
- Pupils will be taught what is acceptable and what is not acceptable and given clear objectives for Internet use.
- Internet access will be planned to enrich and extend learning activities. Access levels will be reviewed to reflect the curriculum requirements and age of pupils.

How will pupils learn to evaluate Internet content?

- If staff or pupils discover unsuitable sites, the URL (address) and content must be reported to the Internet Service Provider via the ICT Co-ordinator.
- School should ensure that the use of Internet derived materials by staff and by pupils complies with copyright law.

How will email be managed?

- Pupils may only use approved email accounts on the school system.
- Pupils must immediately tell a teacher if they receive offensive email.
- Pupils must not reveal details of themselves or others, such as address or telephone number, or arrange to meet anyone in email communication.
- Whole class or group email addresses should be used at Key Stage 2 and below.

How should Web site content be managed?

- The point of contact on the Web site should be the school address, school email and telephone number. Staff or pupils' home information will not be published.
- Web site photographs that include pupils will be selected carefully and will not enable individual pupils to be identified.
- Pupils' full names will not be used anywhere on the Web site, particularly associated with photographs.
- Written permission from parents or carers will be obtained before photographs of pupils are published on the school Web site.

Are newsgroups and chat safe?

- Pupils will not be allowed access to public or unregulated chat rooms.

How will Internet access be authorised?

- The school will keep a record of all staff and pupils who are granted Internet access. The record will be kept up to date, for instance a member of staff leaving or the withdrawal of a pupil's access.
- At Key Stage 1 and Foundation Stage, access to the Internet will be by adult demonstration with occasional directly supervised access to specific, approved on-line materials.
- Parents will be informed that pupils will be provided with supervised Internet access (an example letter for primary schools is included on the Intranet)
- Parents will be asked to sign and return a consent form. (Please see the sample form on the Intranet)

How will the risks be assessed?

- In common with other media such as magazines, books and video, some material available via the Internet is unsuitable for pupils. **The school will take all reasonable precautions** to ensure that users access only appropriate material. However, due to the international scale and linked nature of Internet content, it is not possible to guarantee that unsuitable material will never appear on a school computer. The school cannot accept liability for the material accessed, or any consequences of Internet access.
- The use of computer systems without permission or for inappropriate purposes could constitute a criminal offence under the Computer Misuse Act 1990.

- Methods to identify, assess and minimise risks will be reviewed regularly.
- The Headteacher will ensure that the Internet Policy is implemented and compliance with the policy monitored.

How will filtering be managed?

The school will work in partnership with parents, the LA, DfES and the Internet Service Provider to ensure systems to protect pupils are reviewed and improved. If staff or pupils discover unsuitable sites, the URL (address) and content must be reported to the Internet Service Provider via the ICT Co-ordinator.

How will the policy be introduced to children?

- Rules for Internet access will be posted near all computer systems.
- Pupils will be informed that Internet use will be monitored.
- Instruction in responsible and safe use should precede Internet access.

How will staff be consulted?

- All staff must accept the terms of the 'Responsible Internet Use' statement before using any Internet resource in school
- All staff including teachers, supply staff, classroom assistants and support staff will be provided with the School Internet Policy and its importance explained.
- All staff to follow adult code of conduct at all times.

How will ICT system security be maintained?

- The school ICT systems will be reviewed regularly with regard to security by the technician.
- Virus protection will be installed and updated regularly.
- Files held on the school's network will be checked.
- Subject and class files held on the school network will be monitored by coordinators and class teachers.
- Pupil folders, on intranet and pupil front pages to be monitored by the class teacher.