



BRITANNICA INTERNATIONAL SCHOOL, SHANGHAI

STUDENT E-SAFETY POLICY

Updated September 2020

Introduction

Access to the Internet is a necessary tool for students who show a responsible and mature approach. It should be noted that the use of a computer system or digital device without permission or for a purpose not agreed by the school could result in disciplinary action or, in serious and potentially criminal offences, referral to outside agencies including the police.

1. How the school will ensure that the use of digital technologies provide effective learning for students:

- Internet access and use of digital technologies is planned to enrich and extend learning activities as an integrated aspect of the curriculum;
- Students will be given clear objectives for digital devices and internet use;
- Students will receive Digital Citizenship lessons, commensurate with their Year group and in line with the digital literacy strand of the Computing National Curriculum
- Students will be informed that checks can be made on files held on the system;
- Students using the Internet will be supervised appropriately;
- The school will work with ICT staff and the Internet Service Provider to ensure systems to protect students are reviewed and improved;

2. How students will be taught to assess Internet content

- As part of their Digital Citizenship/Computing education, students will be taught to validate information before accepting it as true. When copying materials from the web, students will observe copyright. Students will be made aware that the writer of an e-mail or the author of a web page may not be the person claimed.
- Students will be taught to expect a wider range of content, both in level and in audience, than is found in the school library or on TV. Students will be encouraged to tell a teacher immediately if they encounter any material that makes them feel uncomfortable.

3. How risks are assessed?

- In common with other media such as magazines, books and video, some material available via the Internet is unsuitable for students. The school will supervise students and take all reasonable precautions to ensure that users access only appropriate material. However, due to the international scale and linked nature of information available via the Internet, it is not possible to guarantee that

particular types of material will never appear on a terminal or digital device. The school cannot accept liability for the material accessed, or any consequences thereof.

- Methods to quantify and minimise the risk will be reviewed; Staff and other members of the community will work to establish agreement that every reasonable measure is being taken; this will include consultation with other Heads of Orbital Schools. The Principal will ensure that the policy is implemented effectively.

Protecting Pupils

Current School practice is to:

- Ensure that all computer use is directly supervised. No students are to be given access to the internet via the school system unless under direct supervision by an adult.
- Internet and Wi-Fi have been upgraded to ensure different levels of filtering exist for different phases in the school. There are now four separate levels of filtering.
- Computers and the school system are protected by anti-virus software.
- Software to help prevent access to unsuitable sites is also present, though it is recognised that this does not prevent all unsuitable sites being accessed.
- All students from Year 1 and above are asked to sign a Responsible User Agreement before they are allowed to access school computers and/or digital devices, e.g. tablets. The agreement being used appears at the end of this policy and is sent home so that parents can discuss it with their children.
- PSHE (Personal, Social and Health Education) lessons include discussion of topics ranging from e-safety to cyberbullying.
- Children are taught and encouraged to tell a teacher if an unsuitable website, image or text appears on their computer/digital device.
- If and when the school introduces any *Bring Your Own Device Policy*, participants will be required to sign a Responsible Use Agreement before being allowed to take part.
- The school recognises and takes part to a degree in the UK's Safer Internet Day (usually in February).
- The school does not permit students access to social media such as Facebook etc. during the school day. Indeed the school reminds students that many of these sites require children to be aged 13 or above before joining them.
- All users of the school system – students from Year 1 and above, staff and visitors must sign a User Agreement before being granted access to the school's computer system.

