Oaklands Primary School
Ysgol Gynradd Maes-y-Deri

"Together Everyone Achieves More"

Internet Use Policy

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Chair of Governors		Meryl Plummer
Date	September 2022	September 2024

This policy will be reviewed in the Autumn Term 2024.

1. Introduction

Use of the Internet, by its nature will provide access to information, which has not always been selected by the teacher. Whilst pupils will often be directed to sites, which have been reviewed, at times, the children may be able to move beyond these sites. The problems and issues that have been highlighted by the media concern all schools, and there is occasionally cause for concern if children gain access to unsuitable material either accidentally or otherwise.

The purpose of this policy is to:

- Establish the ground rules we have in school for using the Internet.
- Describe how these fit into the wider context of our discipline and PSE policies.
- Demonstrate the methods used to protect the children from sites containing unsuitable materials.

The school believes that the benefits from access to the resources of the Internet far exceed the disadvantages. Ultimately the responsibility for setting standards, which the children are expected to follow is one shared between the school and parents or guardians. At Oaklands we feel that the best route to success lies in a combination of site filtering, supervision and developing a responsible attitude in our pupils in partnership with parents.

2. Using the Internet for Education

The benefits include:

- Access to a wide variety of educational resources
- Rapid and cost effective world-wide communication
- Gaining an understanding of people and cultures around the globe
- Staff professional development through access to new curriculum materials, experts' knowledge and practice.
- Exchange of curriculum and administration data with LA/WAG
- Social and leisure use
- Greatly increased skills in Literacy, particularly being able to read and critically appraise and communicate what is important to others.

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

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 IT co-ordinator will assist them as needed.

Initially, children may be restricted to only using sites, which have been reviewed and selected for content.

Pupils 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 ad how to follow conventions of politeness. They will also be taught how to use searching techniques and compare sources of information e.g. CD Rom, books, WWW. Pupils will learn when it appropriate to use the Internet, as opposed to other useful resources. At times, children will 'download' text, photos or information to use in presentations. Pupils will be involved in the design, construction and maintenance of a school Virtual Learning Environments (VLE) via website and Microsoft Teams. They will also be encouraged to take part in blended learning opportunities via e.g. Teams, Seesaw and other services such as Barclays Playground and CodeClub.

3. Pupils' Access to the Internet

Oaklands Primary School will use the Ednet 'filtered' Internet service provided by Rhondda Cynon Taff CBC, which will minimise that chances of pupils encountering undesirable materials.

Oaklands will normally only allow children to use the Internet when there is a responsible adult to supervise. However, it is unrealistic to suppose that the teacher's attention will always be directed toward one computer screen.

Members of staff will be aware of the potential for misuse and will be responsible for explaining to pupils what is expected from them.

4. Expectations of pupils using the Internet

- All pupils are expected to read and agree to the Internet Agreement
- At Oaklands we expect pupils to be responsible for their own behaviour while using the Internet. This includes materials they choose to access and language they use.
- Pupils using the World Wide Web are expected not to deliberately seek out offensive materials. Should any pupil encounter such material accidentally, they are expected to report it immediately to a teacher.
- Pupils are expected not to use any rude language in their email communications and only contact people who teachers have approved. It is forbidden to be involved in sending chain letters.
- Pupils must ask permission before accessing the Internet.
- Pupils should not access other people's files unless permission has been given.
- Pupils may only log onto the school network or Moodle using the personal username and password provided by the subject leader for ICT.
- Pupils may use the chat facility within Moodle to communicate with each other, but must remember that all messages are recorded and can be monitored.
- Computers should only be used for schoolwork and homework unless permission has been granted otherwise.
- No program files may be downloaded to the computer from the Internet.
- No program files should be brought in from home for use in school.
- Any work presented using a removable drive will be virus checked by the teacher before use.
- Personal printing is not allowed on our network for cost reasons.
- No personal information including phone numbers and addresses should be given out and pupils will take part in Internet safety lessons.
- No arrangements should be made to meet someone unless this is part of an approved school project.
- Pupils consistently choosing not to comply with these expectations will be warned, and then, may be denied access to Internet resources at school.

5. Web Site and VLE guidelines

A website, Teams and social media can celebrate good work, promote the school, publish resources for projects and homework, and link to other sites of interest.

- No Names or photographs that identify individual children will appear without full consent from parents.
- Home information and email identities will not be included only the point of contact with the school, e.g. the school address, phone number and email.
- Group photos will not contain a names list.
- Work displayed will be of the highest quality and reflect the status of the school.
- All pupils will be issued with their individual username and password to access the HWB and Teams and other online services such as TT Rockstars and Giglets, which will ensure confidentiality, as pupil work will not be in the public domain.

6. Internet Agreement

All pupils and their parents/guardians, will be asked to read and sign an agreement covering the expectations we have of pupils using the Internet at Oaklands Primary.