



## Child Protection Online Safety Appendix

### Online Safety at Frederick Gough School

As the DfE's 'Keeping Children Safe in Education' (KCSIE) statutory guidance states "Online safety and the school approach to it should be reflected in the child protection policy".

This appendix outlines our commitment to ensuring that all students are safe online and should be read alongside the related policies and procedures detailed below:

- Acceptable Use Policy for pupils
- Acceptable Use Policy for staff and volunteers
- Data Protection Policy
- E-Safety Policy
- IT Security Policy
- Mobile Phone Policy
- Staff Code of Conduct
- Safeguarding and Child Protection Policy

#### **Responsibility for online safety:**

We are all responsible for online safety, but key personnel are...

- Ben Lawrence - Headteacher and Designated IT Lead
- Jo Rosie – Assistant Headteacher and Designated Safeguarding Lead (DSL)
- James Laming - Assistant Headteacher and GDPR Lead
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- Staff and Volunteers – promotion of E-safety in school
- Caroline Kupfers – Designated Online Safety & GDPR Governor
- James Main – Designated Safeguarding Governor
- Matthew Snell – Network Manager
- Andrew White – Curriculum Leader for ICT
- Charlotte Shaw – Curriculum Leader for PSHCE
- Penny Wooddisse – Senior Teacher, whole school ethos, Prevent & CL for RE
- Online Safety Group – including Student Digital Ambassadors

#### **Strategies in place to keep everyone safe online:**

- The **Designated Safeguarding Lead** leads on Safeguarding and Child Protection, including online safety. She works closely with the **Designated IT Lead** that coordinates the School's E-Safety Policy, who meets regularly with the **Designated Online Safety & GDPR Governor**.
- The school is committed to providing supervision, **support and training** for staff and volunteers about online safety. This includes annual safeguarding

training and audit, CPD sessions throughout the year and weekly information in the bulletin and emailed alerts. New staff also have a thorough induction programme. We have also migrated to the encrypted Google Drive & 2 FA.

- Since 2020, the school has procured **Smoothwall web filtering and monitoring**. It provides the most dynamic and safest filtering of 100% of content in real time. It is actively monitored 24/7 so when a user types an 'at risk' word or behaviour it triggers an alert to Smoothwall's AI. This assesses the risk, including false positives, and our IT Lead and Safeguarding Team receive an email immediately with a screen capture of the content of the risk. If it is categorised as high risk, the safeguarding team may receive a phone call dependent on the issue. All events are dealt with immediately as Child Protection and the Smoothwall portal records under four main categories: bullying, offensive, sexual content, grooming and vulnerable users. This information is provided on a weekly basis on the Smoothwall portal and is used to identify any training and/or support required and used to report to SLT and governors. On a termly basis we share the number of incidents by year group and theme with SLT, Governors and our pupil led OSG (Online Safety Group)
- The school is committed to annually working towards achieving **National Online Safety Status** via the NOS website. This involves following their quality CPD sessions for the IT Lead, DSL (and deputy DSLs), governors responsible for Safeguarding, Online Safety and GDPR, staff and parents. The school is always seeking to engage more parents, such as sharing the 'Wake up to Wednesday' online A4 posters on how to keep your child safe online. Our Account Manager for The National College (TNC) tells us every year that we have the most parents engaged on the site than any other school they work with.
- On the first **Year 6 evening** in June before starting school in September, parents and students read and sign the School's Acceptable Use of IT Policy for Pupils. This shows them how to use the internet, social media and mobile phones in a way that keeps them safe and shows respect for others.
- All students who transfer in-year also sign this as part of their admission to the school.
- Members of staff and volunteers follow the **School's Acceptable Use of IT Policy for Staff**.
- Clear and specific directions to staff and volunteers on how to behave online is shared through the **School's Code of Conduct**
- The school regularly reviews and updates the **IT Security Policy** ensuring that our online systems are secure and that usernames, logins, email accounts and passwords are used effectively. Real time filters, via Smoothwall, are in place on the school's IT system to limit students' exposure to risk whenever they log on using their school email address, 24/7.
- The school annually reviews and updates the **Data Protection Policy**, ensuring GDPR compliance. Images of children, young people and families are used only after their written permission has been obtained as they join us in Year 7, and only for the purpose for which consent has been given.
- The **Mobile Phone Policy** clearly outlines for students the acceptable use of mobile

phones. The school strives to educate students in appropriate use rather than simply banning them.

- All eight of the UK Council for Internet Safety's (**UKCIS**) aspects of online education are in the school's sequenced curriculum. Curriculum Leaders for ICT and PSHCE meet to plan and review a coordinated approach.
- The Curriculum Leader for ICT is implementing the South West Grid for Learning (SWGfL) '**Project Evolve**'. This aims to 'evolve' the online safety messages students receive so that they are more meaningful and reflective to generate more positive outcomes. This includes baseline online safety quizzes that identify issues by class and year group that can be addressed with quality, personalised SWGfL resources.
- The school has an Online Safety Group (OSG) made up of students and trained to be **Digital Ambassadors**. This initiative is led by the Curriculum Leader for ICT and the ambassadors act as mentors to students, support others' digital literacy skills, help keep online safety high profile and provide student voice. This includes awareness posters around school, them leading assemblies, blogs, websites and parental newsletters. They call and chair a meeting every half term, inviting the School's IT Lead, DSL, Designated Online Safety and GDPR Governor, Network Manager and Curriculum Leaders for ICT and PSHCE. The OSG creates the agenda for these meetings that provide feedback, updates on Smoothwall alerts and discuss the key issues around online safety in school.
- The Curriculum Leader for ICT also offers **lunchtime hubs** for any students to drop-in. Our trained Digital Ambassadors are on hand to support any skills issues ranging from information about the latest apps to how to upload your PREP work, safely designing websites to making sure passwords are secure.
- **Online safety work** is set for PREP in Years 7 and 8. This includes helpful information about things like privacy settings that students then use to digitally bookmark and create their own displays in school.
- The Digital Ambassadors update key online safety information to the School's website. Working with the Curriculum Leader for ICT, they will take ownership of the content in the section under **Parents and National Online Safety**. This includes raising awareness within our community of the latest apps and online trends and the NOS website's guidance on "What Parents and Carers need to know".
- Curriculum Leaders for ICT and PSHCE plan events for the whole school community to help keep the online safety of students high profile. For example, at the settling in evening for Y7 in November, parents will be invited to a session on '**How to help keep your child safe online**' using the NOS website
- The school invites external guests into school to discuss online safety with our students. For example, 16th December 2024, "**Prison, Me, No Way**" will lead a whole day event again with our Year 10 pupils on Crime and Safety Awareness. This includes sessions on child sexual exploitation online and consequences of social media misuse.
- The school is vigilant and responsive to **current online issues** as they arise such as some of the recent Tik Tok challenges and BeReal crazes. The DSL acts swiftly to share information with all staff and volunteers and use Facebook to share information with the wider community, where appropriate. The NOS website is

proactive in keeping parents up to date, what to look out for and how to keep children safe.

- To reiterate, **Online Safety is everyone's responsibility** so if a student has access to a device in a classroom, it is the teacher's responsibility to monitor how they are using that technology. Issues of online safety are dealt with, and reported, in the same way as incidents of 'Safeguarding and Child Protection'.

To be reviewed on an annual basis with Governor approval.

**Jo Rosie Oct 2025**