



Online Safety Policy for SPaCE Provision

Introduction

SPaCE is committed to ensuring that all members of the provision community are equipped with the knowledge, skills, and resources to use technology safely, responsibly, and effectively. As technology becomes an integral part of learning and communication, we recognize the importance of protecting our pupils, staff, and community members from the potential risks associated with online environments. This policy outlines our approach to online safety, including how we safeguard against online risks and ensure that digital technologies are used in a way that promotes positive, safe experiences for all.

Purpose of the Policy

The purpose of this policy is to:

- Ensure that everyone within the SPaCE community is aware of online safety and the associated risks.
- Protect pupils from online harm, including cyberbullying, inappropriate content, and online predators.
- Provide guidance on the use of digital technology, both within the provision and at home.
- Ensure compliance with relevant legislation regarding online safety.

Scope

This policy applies to:

- All pupils at SPaCE.
- All staff, including teaching, support, and administrative staff.
- Parents and carers, who are essential partners in reinforcing online safety at home.
- Volunteers and visitors who may have access to provision technology or interact with pupils online.

Legislation and Legal Framework

This policy is underpinned by the following key pieces of legislation and guidance:

- **The Children Act 1989 and 2004:** These acts establish the framework for safeguarding and promoting the welfare of children. They require all provisions to take necessary steps to protect children from harm, including from online threats.
- **The Education and Inspections Act 2006:** Section 89 of this Act requires all provisions to ensure good order and discipline, which includes addressing online safety and behaviour that may occur outside of the provision but could impact the provision community.
- **The Children and Families Act 2014:** This act reinforces the importance of safeguarding children and addressing special educational needs (SEND) in relation to digital access and online safety.



- **The Data Protection Act 2018** and **General Data Protection Regulation (GDPR)**: These regulations ensure the provision is compliant with data protection requirements when using technology to process personal data of pupils and staff.
- **The Safeguarding Vulnerable Groups Act 2006**: This legislation outlines the safeguarding responsibilities for children and vulnerable groups, including risks related to online activity.
- **The Prevent Duty (Counter-Terrorism and Security Act 2015)**: This requires provisions to have strategies in place to prevent pupils from being drawn into extremist views, including through online content.
- **UKCIS: Keeping Children Safe in Education (KCSIE) 2023**: This statutory guidance provides information for provisions about safeguarding and promoting the welfare of children, including online safety protocols and responsibilities of staff.
- **The Online Safety Bill (2022)**: This bill, which is pending in the UK Parliament, aims to strengthen the regulation of online platforms, ensuring they take steps to protect children from harmful content, including social media, video-sharing platforms, and websites.

Aims of the Policy

SPaCE is committed to:

- Ensuring that online safety is integral to the provision's safeguarding culture.
- Educating pupils, staff, and families on the potential risks of online environments and how to protect themselves.
- Implementing robust filtering and monitoring systems to reduce exposure to inappropriate content.
- Providing clear procedures for reporting online safety incidents, including cyberbullying, inappropriate contact, or exposure to harmful material.
- Empowering pupils to develop safe online behaviours and make informed decisions regarding their digital footprint.

Principles of Online Safety

1. **Education and Awareness**: Pupils, staff, and parents are regularly educated about the risks of using the internet, social media, and other digital tools. Age-appropriate online safety education is provided, fostering an understanding of safe digital practices.
2. **Safe Use of Technology**: We implement a range of safeguards to ensure that pupils and staff can access appropriate, safe, and secure online content. This includes appropriate internet filters, monitoring, and restrictions for both school and personal devices used for school activities.
3. **Risk Reduction**: We recognize the potential risks of online environments, including cyberbullying, exposure to inappropriate content, and online predatory behaviour. We take proactive steps to minimize these risks through a comprehensive approach,



including staff training, clear behaviour expectations, and close collaboration with external agencies.

4. **Inclusive Approach:** We ensure that all pupils, including those with special educational needs and disabilities (SEND), are given appropriate support to navigate online environments safely. This includes providing additional resources or tailored interventions for pupils who may be at greater risk due to their vulnerabilities.
5. **Empowerment:** Pupils are encouraged to develop the skills to make safe decisions about their online behaviour, including protecting their privacy, using strong passwords, and recognizing online dangers such as phishing and scams. Pupils are encouraged to report any incidents of online harm or concern.

Roles and Responsibilities

- **Designated Online Safety Lead:** This staff member oversees the implementation of the online safety policy, ensuring it is followed, and regularly reviewing online safety practices. They are responsible for managing online safety incidents and liaising with external agencies when necessary.
- **Staff Members:** All staff have a duty to ensure that they follow this policy, educate pupils on safe online behaviours, and report any concerns about online safety. Staff must also ensure that their own online behaviour aligns with the provision's expectations, setting a good example for pupils.
- **Pupils:** Pupils are expected to follow the online safety guidelines outlined by SPaCE, including using technology responsibly, reporting any concerns they have about online behaviour, and respecting others online.
- **Parents and Carers:** Parents and carers play a vital role in supporting online safety, reinforcing the provision's online safety message at home, and monitoring their children's online activity. SPaCE will provide parents with resources and guidance on how to protect their children online.
- **External Agencies:** We work closely with external agencies, such as the police and online safety experts, to ensure that we are using the best practices and tools to protect our pupils from online harm.

Online Safety Guidelines

1. **Acceptable Use of Technology:** All members of the SPaCE community must adhere to the Acceptable Use Policy, which includes guidance on the safe and respectful use of digital devices, social media, and online platforms. Misuse of technology, including cyberbullying or inappropriate content sharing, will be dealt with in accordance with the provision's behaviour and disciplinary policies.
2. **Monitoring and Filtering:** SPaCE employs robust monitoring systems to track and filter internet usage within the provision. This includes monitoring online activity for inappropriate content or behaviour and blocking access to certain websites or applications deemed unsafe or unsuitable for pupils.



3. **Cyberbullying:** Cyberbullying is a form of bullying that takes place online, and it is not tolerated at SPaCE. We will take immediate action in response to any reported cyberbullying incidents, including educating the involved parties, supporting the victim, and taking disciplinary action when necessary.
4. **Data Protection and Privacy:** Personal information, including photographs and videos of pupils, must not be shared online without proper consent. We ensure that data is stored securely and that the privacy rights of individuals are respected in accordance with data protection laws.
5. **Reporting Concerns:** Pupils, staff, and parents are encouraged to report any concerns related to online safety, whether it is exposure to harmful content, cyberbullying, or contact from unknown individuals. Reports can be made through designated staff members, online reporting systems, or external agencies.

Training and Awareness

- **Staff Training:** All staff will receive regular training on online safety issues, including identifying online risks, managing digital behaviours, and how to respond to online safety concerns. Training will be provided on a yearly basis, with updates as necessary in response to emerging online risks.
- **Pupil Education:** Online safety is integrated into the curriculum, with age-appropriate lessons and activities that cover topics such as cyberbullying, online reputation, privacy settings, and responsible social media use.
- **Parent Workshops:** SPaCE will provide information and resources to help parents and carers understand the risks and benefits of digital technology. Regular workshops or newsletters will be offered to help families stay informed about how they can protect their children online.

Monitoring and Review

This policy will be reviewed annually to ensure that it remains current and aligned with the latest legislation, emerging technologies, and online safety best practices. Feedback from pupils, staff, and parents will be sought to ensure that the online safety measures are effective and that the provision's practices are continually improving.

Conclusion

SPaCE is dedicated to ensuring the safety and wellbeing of all members of our provision community in the digital world. By promoting a safe, supportive, and proactive online environment, we strive to protect our pupils from online risks and empower them to use technology in a positive and responsible way. This online safety policy is in compliance with all relevant legislation and will be regularly updated to meet the evolving challenges of the digital age.



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