



## Introduction

### **What is the Internet?**

The Internet is a global computer network providing a variety of information and communication facilities, consisting of interconnected.

### ***Why is Internet access important?***

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

What are the benefits to school?

A number of studies and government projects have indicated the benefits to be gained to both teachers and pupils, through the appropriate use of the Internet in education.

#### **These benefits include:**

- Access to world-wide educational resources, to broaden their experiences and provide new research skills, including museums and art galleries;
- Inclusion in government initiatives;
- Information and cultural exchanges between students world-wide;
- Discussion with experts in many fields for pupils and staff;
- Staff professional development – access to educational materials and good curriculum practice;
- Exchange of curriculum and administration data with the LA and DfE.

What are the dangers of the Internet referred to in the media?

It is true that there is some material on the Internet that would be offensive to most people, such as pornography, racist and fascist material and this can be accessed by children if using the internet unsupervised. At South Cave CE Primary School we try to 'filter' known offensive locations of material of this kind, but there is too much for this filtering to be totally effective, and the locations change frequently. To this end, we actively promote safe surfing of the internet through our SMART e-safety message. (Please see the Acceptable Use agreements).

There is also the issue of viruses entering the school computer systems. In an effort to combat this problem virus protection is installed and updated regularly. Also, external storage devices (memory sticks, external hard drives etc.) will not be used unless they have been checked for viruses.



Who will provide Internet access for South Cave School?

South Cave School has the benefit of a server based network, whereby all classroom computers are linked to one network server. This provides all the curriculum software, as well as storing all pupils work. It is through this server that pupils gain access to the internet. Our access comes through Kingston Communication.

It is Primary Technologies and Smoothwall who provide a number of safeguards from the unsuitable or inappropriate materials which would otherwise be easily accessible to pupils. This filtering is an ongoing process as new sites are continually being added, or discovered as being unsuitable for pupils.

Teachers at South Cave School will supervise pupils 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 unsuitable material will never appear on a terminal. Neither the school nor the East Riding Local Authority can accept liability for the material accessed, or any consequences thereof.

**How will the Internet be used in South Cave to enhance the learning and teaching of pupils and teachers?**

Teachers, parents and pupils need to develop good practice in using the Internet as a tool for teaching and learning. There is a balance to be struck between encouraging autonomous learning and maintaining adequate supervision. Systems that ensure Internet access is as safe as possible will increase use, the quality of this use is a critical factor.

- With this in mind, Internet access will be planned to enrich and extend learning activities;
- Before embarking on any Internet projects, pupils will be given clear objectives for Internet use;
- Staff may select sites that will support the learning outcomes planned for pupils' age and maturity;
- Approved sites will be bookmarked, listed and, where appropriate and copyright permits, could be copied to the school intranet.
- Pupils will be educated in taking responsibility for their own Internet access across all year groups.

**How will pupils be taught to use the Internet?**

Pupils in school are unlikely to see inappropriate content in books due to selection by publisher and teacher. This level of control is not so straightforward with Internet-based materials. Therefore at South Cave School our IT teaching will be widened to incorporate Internet content issues, for instance the value and credibility of Web materials in relationship to other



media. The tendency to use the Web when better information may be obtained from books will need to be challenged, and encouraged, particularly in KS2, where pupils often pursue their own lines of research.

**Therefore:**

- Pupils will be taught ways to validate information before accepting that it is necessarily accurate;
- Pupils will be taught to acknowledge the source of information, when using Internet material for their own use, as they would if using any other reference source;
- If, however, a web page is accessed which seems to have evaded being filtered, pupils will be encouraged to tell a teacher immediately if they encounter any material that makes them feel uncomfortable. Any such unsuitable sites should be referred to the IT Co-ordinator (*including URL*) and their content will be referred to Primary Technologies for immediate blocking.

**How will e-mail be managed?**

Pupils need to use e-mail as part of the National Curriculum 2014 Orders as it is an essential means of communication within education. The Government is encouraging the ownership of personal e-mail IDs for both teachers and pupils, but care needs to be taken to establish the implications for the school and for the pupils.

**At South Cave school:**

- Primary pupils may send e-mail as part of planned lessons and Upper Key Stage 2 pupils have been given individual e-mail accounts;
- The pupils e-mail have filters and any e-mails that contain any inappropriate content are forwarded directly to the IT co-ordinator;
- Any incoming e-mail will be regarded as public. Received e-mail may be examined if there is any cause for concern.
- Messages sent using the school domain name should be regarded in the same way as messages written on school headed paper;
- The forwarding of chain letters will be banned, as will the use of chat lines.

**How will publishing on the Web be managed?**

Many schools have created Web sites that inspire pupils to publish work to a high standard, for a very wide audience. A Web site can celebrate pupils' work, promote the school and publish resources for projects or homework. Ground rules are important to ensure that the Web site reflects the school's ethos and that information is accurate and well presented.



As the school's Web site can be accessed by anyone on the Internet, the security of staff and pupils at South Cave School must be considered carefully.

- The South Cave Web site will comply with the school's guidelines for publications.
- The point of contact on the Web site will be the school address and telephone number. Home information or individual e-mail identities will not be published.
- Photographs must not identify individual pupils. Group shots will be used in preference to individual "passport" style images.
- Full names will not be used anywhere on the Web site, particularly alongside photographs.
- Written permission from parents will be sought before photographs of pupils are published on the school Web site.

#### **How will Internet access be authorised?**

Internet access is a necessary part of the statutory curriculum. It is an entitlement for pupils based on responsible use.

- At South Cave Primary School all staff and all pupils will be granted access to the Internet.
- At Foundation Stage and Key Stage 1, the majority of the access to the Internet will be by teacher or adult demonstration. However there may be situations when children have supervised access to specific approved on-line materials.
- At Key Stage 2, Internet access will be granted to a whole class as part of the scheme of work, after a suitable education in responsible Internet use.
- Parents will be informed that pupils will be provided with supervised Internet access (*see Acceptable Use Agreement for Parents*).
- Parents will be asked to sign and return a permission form.

It is very important that staff feel prepared for Internet use and subscribe to the school Internet Access Policy.

- All staff including teachers, supply staff, classroom assistants and support staff, will be provided with the Internet Access Policy, and its importance explained.
- Parents' attention will be drawn to the Policy in newsletters.