E-Safety Policy

February '26

Review date: February '27

Vision

At Harworth Church of England Academy, our commitment to e-safety is rooted in our vision for every member of our school family to *gain a heart of wisdom* as they Amaze, Achieve and Aspire each day. Through our school curriculum, we empower pupils to develop the wisdom needed to navigate an ever-evolving digital world with discernment, kindness and confidence. E-safety education enables our children to Amaze by using technology creatively and responsibly, building the knowledge and digital literacy required for safe exploration and learning. It supports them to Achieve their full potential by understanding how to protect themselves and others online, fostering respectful interactions, healthy relationships and a strong sense of personal responsibility. Most importantly, it nurtures their ability to Aspire as thoughtful, informed and compassionate digital citizens, capable of making wise choices that reflect our Christian values. By explicitly teaching pupils how to recognise risks, seek help, engage positively and contribute safely to online communities, our e-safety provision ensures that the pursuit of wisdom is at the heart of every digital experience within school.

Rationale

In today's digital age, children and young people increasingly engage with technology both within and beyond school. These tools offer valuable educational opportunities, fostering creativity, communication and critical thinking. Ensuring students can use the internet safely and responsibly is integral to their development, well-being and ability to *gain a heart of wisdom* as they learn to make thoughtful, informed choices. As educators, it is our duty to protect our students while helping them become skilled, confident and mindful digital citizens.

E-Safety Education for Students

Curriculum Delivery

At Harworth Church of England Academy, e-safety education is a core part of our school curriculum and is reinforced through a structured programme of lessons and activities:

Kapow Online Safety Lessons:
Every half term, each child participates in an online safety lesson delivered through the Kapow scheme. This ensures that all pupils engage in high-quality e-safety education at least once per term. Lessons are carefully sequenced to build pupils' knowledge progressively as they move through school.

Education for a Connected World Alignment:
The Kapow scheme is used alongside our PSHE curriculum to provide

comprehensive coverage of online relationships, digital literacy, safe communication, online reputation and understanding risk. This ensures our curriculum aligns with the *Education for a Connected World* framework.

Developmentally Appropriate Online Safety Approaches

Early Years Foundation Stage (EYFS)

In EYFS, online safety is introduced through simple, memorable language to ensure that young children develop early habits of safe behaviour. Children are taught the **Stop, Close, Tell** approach:

- **Stop:** Stop what you are doing if something online worries or confuses you.
- **Close:** Close the device or turn the screen away.
- **Tell:** Tell a trusted adult straight away.

This helps children build early digital awareness in an age-appropriate and reassuring way.

Key Stage 1 and Key Stage 2

Throughout KS1 and KS2, children are taught the **SMART Rules** to guide safe online behaviour:

- **S – Safe:** Keep personal information private.
- **M – Meet:** Never meet someone you only know online.
- **A – Accepting:** Do not open files, attachments or links from unknown people.
- **R – Reliable:** Check information and understand the internet may not always be true.
- **T – Tell:** Tell an adult if something worries or upsets you online.

These rules are embedded across the curriculum and revisited regularly.

AI Education and Safe Use of Artificial Intelligence (see stand alone AI policy)

The school recognises that Artificial Intelligence (AI) is becoming increasingly embedded in children's everyday lives. To ensure that pupils grow into wise, confident and responsible users of AI, we explicitly teach safe, ethical and age-appropriate engagement with AI tools.

Teaching AI Safely and Wisely

Our approach includes:

- **Understanding What AI Is:**
  Children learn simple, accurate explanations appropriate to their age—
  for example, "AI is a tool made by people that can help us learn and
  create, but it doesn't always know everything."
- **AI for Learning:**
  Pupils are encouraged to use AI to support creativity, problem-solving
  and research while understanding its limitations.

- **Critical Thinking & Reliability:**
  Children are taught to question AI-generated information, check facts
  and understand that AI can be wrong or biased. This links directly to the
  SMART "Reliable" rule.

- **Safe Use Principles:**

  o Never entering personal information into AI systems

  o Understanding that AI tools record and learn from inputs

  o Telling an adult if something feels wrong or unexpected

  o Recognising that AI cannot replace trusted adults or personal
    judgement

- **Ethical and Respectful Use:**
  Pupils learn that AI should be used kindly and responsibly, reflecting our
  Christian values and helping them *gain a heart of wisdom* in the digital
  world.

Technical Safeguards

The school is committed to maintaining a secure digital environment through:

Infrastructure and Access Control:
Our ICT systems are protected by robust filtering and monitoring tools to
prevent access to harmful content. All users have unique logins, and regular
audits ensure the security and integrity of our network. Any firewall breaches
are reported to a member of SLT for investigation.

Digital Literacy Across the Curriculum

Online safety is woven through all subject areas, emphasising responsible and thoughtful use of digital tools.

- **Guided Internet Use:**
  Staff direct pupils to age-appropriate resources for planned activities and actively monitor open-ended research.
- **Respect for Intellectual Property:**
  Pupils are taught to cite sources, respect copyright and value the work of others.

Responsible Use of Digital Images and Communication

Digital Images:
Staff may use digital media for educational purposes but must follow strict guidelines for storage, sharing and publication. Parent consent is required for any public use of images.

Communication:
School-provided email accounts are used for all official communications. Staff and students are reminded that all electronic communications may be monitored to uphold professional standards and safeguard pupils.

Data Protection

All staff must handle personal data securely and minimise risks of data loss or misuse. Devices must be securely stored, and systems must remain password-protected.

Addressing Inappropriate Online Activities

The school takes a firm stance against harmful or illegal online behaviours including cyberbullying, accessing unsuitable content or misuse of digital tools. Incidents are dealt with in line with behaviour and anti-bullying policies, with parents informed when appropriate.

Supporting Positive Online Relationships

Pupils are taught how to build healthy digital relationships, respect privacy, recognise unhealthy online behaviour and understand consent in digital

interactions. They also learn about online influences, including social media, and their potential impact on self-image.

Conclusion

Through this policy, Harworth Church of England Academy aims to create a safe and empowering digital learning environment where all pupils can explore, learn and grow as responsible, confident and wise digital citizens who truly *gain a heart of wisdom*.

Signed: Joel Edwards

Date: 04.01.26