



White Woods
Primary Academy Trust



Woodsetts Primary

Online Safety Policy

Responsibility	SLT
Date of last review	July 2025
Date of next review	July 2026
Date ratified by local Governors and/or Trustees	July 2025

1. Introduction

At Woodsetts Primary School, safeguarding our children is at the heart of everything we do. Online safety is a vital part of this, as digital technologies play an increasingly important role in children's education, wellbeing, and lives beyond school.

Our vision, **WE CARE**, underpins this policy:

- **We Care for Ourselves** – by keeping safe online, making sensible choices, and protecting our wellbeing.
- **We Care for Each Other** – by treating others with respect, kindness, and responsibility in all digital interactions.
- **We Care for Our World** – by using technology positively, responsibly, and in ways that benefit society.

This policy outlines how we teach children to be safe digital citizens, the technical measures we have in place, and the responsibilities of staff, parents, and pupils in creating a safe online culture.

2. Purpose and Scope

This policy:

- Aligns with statutory safeguarding guidance, including *Keeping Children Safe in Education (KCSIE 2025)*, the *UKCIS Education for a Connected World Framework*, and DfE standards for filtering and monitoring.
- Applies to all staff, pupils, parents, governors, visitors, and contractors using school technology systems.
- Covers both in-school activity and behaviour online outside school where it impacts pupils or staff within our community.
- Links directly with the following school and trust policies:
 - Safeguarding and Child Protection Policy
 - Behaviour Policy
 - Anti-Bullying Policy
 - Data Protection and GDPR Policy
 - Mobile Phone and Wearable Technology Policy
 - Staff Code of Conduct
 - ICT Acceptable Use Agreements (pupils, staff, governors, visitors)
 - Trust-wide ICT and Digital Strategy

3. Roles and Responsibilities

- **Governing Body:** Ensure this policy is in place, regularly reviewed, and effectively implemented.
- **Headteacher and SLT:** Responsible for overall safeguarding, online safety strategy, and ensuring robust systems are in place.
- **Trust ICT Lead (WWPAT):** Provides strategic oversight, advice, and ensures consistency of digital safety standards across the Trust.
- **Computing Lead and DSL:** Oversee curriculum delivery, staff training, incident management, and parent engagement.
- **ICT Provider (CompuTeam):** Provide internet filtering, technical support, infrastructure management, and ensure systems are robust, secure, and regularly maintained.
- **All Staff:** Model safe online behaviour, embed online safety teaching, and report concerns immediately.
- **Parents and Carers:** Support the school's online safety ethos, attend workshops, and reinforce safe behaviour at home.
- **Pupils:** Follow the school's online safety rules, use technology responsibly, and report anything that makes them feel unsafe.

4. Curriculum and Education

We provide a **broad, continuous and age-appropriate online safety curriculum** that equips children with the knowledge and skills they need to navigate an ever-changing digital world.

- **Discrete Computing Lessons:** Our Computing curriculum (based on the WWPAT Teach Computing framework) includes dedicated units on online safety, cyber security, and responsible use of technology.
- **Cross-Curricular Learning:** Online safety messages are embedded across the curriculum (e.g. in PSHE, English, History), encouraging children to apply digital literacy skills in a range of contexts.
- **Assemblies and Weekly Briefings:** Key messages are reinforced regularly, ensuring pupils remain alert to risks and positive behaviours.
- **Gamified Learning:** We use engaging tools such as **Google Internet Legends** and other interactive resources to make learning memorable.
- **Awareness Campaigns:** Events such as **Safer Internet Day** and **Anti-Bullying Week** are celebrated annually, raising whole-school awareness of safe, respectful online behaviour.
- **Parent and Carer Workshops:** Practical sessions are delivered to help families manage online safety at home, covering topics such as parental controls, screen time, social media, and gaming.
- **Emerging Technologies:** We review new digital trends, including AI, and teach children how to engage with them safely and critically.

Through this multi-layered approach, children learn that online safety is not a “one-off lesson” but a responsibility that extends across all aspects of school life.

5. Technical Safeguards

Woodsetts Primary maintains a strong, secure digital environment:

- **Filtering and Monitoring:** Our Securly system provides advanced filtering of online content and continuous monitoring of activity.
- **Instant Alerts:** Any attempt to access inappropriate material is flagged immediately to SLT, ensuring swift intervention.
- **Firewalls and Security:** Regular updates and reviews ensure our systems remain compliant with DfE standards.
- **Data Protection:** All digital activity complies with GDPR and school Data Protection policies to keep personal information safe.
- **Multiple backup procedures:** Our school and trust run a server less approach to our networks meaning that all data is securely stored and backed up several times in the cloud. This provides several layers of data security and protection.

6. Acceptable Use and Conduct

All staff, pupils, and parents are expected to follow our Acceptable Use Agreements. These outline:

- Responsible and respectful use of devices and school networks.
- Prohibition of cyberbullying, harassment, and accessing or sharing inappropriate content.
- Expectations around use of personal devices (e.g. phones, smart watches) in line with school policy.
- Consequences for breaches, which are proportionate, restorative, and in line with our Behaviour and Anti-Bullying Policies.

7. Preventive Culture and Support

We are committed to creating an open culture where concerns can be raised without fear.

- **Open Dialogue:** Children are taught that they can talk to any trusted adult about worries online.
- **Anonymous Reporting:** We are exploring systems to allow confidential reporting of concerns.
- **Pastoral Support:** Pupils involved in online incidents receive support, whether they are a target or have made unsafe choices.
- **Restorative Approach:** Where harm has been caused, we focus on education, reflection, and repair alongside appropriate sanctions.

8. Parent and Community Engagement

Parents and carers are vital partners in online safety. We support them through:

- **Workshops and Information Sessions:** Practical guidance on apps, games, and online risks (e.g. The Code Show, parent coffee mornings)
- **Regular Updates:** Newsletters, briefings, and website resources signpost families to trusted sources (Childnet, NSPCC, UK Safer Internet Centre).
- **Shared Responsibility:** We encourage families to set boundaries at home, model good habits, and work with us when concerns arise.

9. Staff Training and Development

At Woodsetts Primary School, we recognise that online safety is only effective when staff are confident, knowledgeable, and proactive.

- **Annual Training:** All staff receive yearly online safety training as part of safeguarding updates. This ensures they are fully aware of the latest risks, technologies, and statutory requirements.
- **Regular Updates:** Throughout the year, staff are briefed on emerging issues (e.g. new apps, gaming trends, AI use, cyberbullying) via staff meetings, briefings, and safeguarding bulletins.
- **Specialist Training:** The Computing Lead, DSL, and Trust ICT Lead receive additional training to ensure they can advise colleagues, lead curriculum delivery, and respond to incidents effectively.
- **New Staff Induction:** Online safety forms a core part of induction for all new staff, supply staff, students, and volunteers.
- **Scenario-Based Training:** Staff are supported to apply their knowledge through case studies, practical examples, and “what if” safeguarding exercises.
- **Partnership with CompuTeam:** Our ICT provider offers technical updates and ensures staff are aware of new systems or changes to filtering and monitoring.

By embedding regular training, we ensure that all staff remain vigilant and confident in promoting a culture of digital responsibility.

10. Monitoring, Review and Training

- **Policy Review:** This policy is reviewed annually or following any significant technological or safeguarding developments.
- **Pupil Voice:** The Eco-Committee and School Council provide feedback on digital safety, ensuring pupils' views shape practice.
- **Governance:** Online safety is reported to Governors each term as part of safeguarding updates.