



Ysgol Cefn Meiriadog



Online Safety Policy

Introduction

The purpose of this online safety policy is to ensure that Ysgol Cefn Meiriadog provides a safe and secure online environment for all pupils and staff, in line with the 2022 Curriculum for Wales and the expectations set forth by Estyn, the Education and Training Inspectorate for Wales. This policy aims to protect our school community from online risks while fostering a culture of responsible technology use.

Legal Framework

Our online safety policy is guided by the following legislation:

- The Education Act 2002
- The Children Act 1989
- The Data Protection Act 2018
- The General Data Protection Regulation (GDPR)
- The Online Safety Bill (upon enactment)

Objectives

The objectives of this policy are to:

1. Promote the safe and responsible use of digital technology throughout the school.
2. Prepare pupils for the challenges and risks associated with using technology.
3. Encourage pupils to respect others while online and understand the impact of their online actions.
4. Involve parents and guardians in promoting online safety at home.
5. Establish a clear framework for identifying and responding to online safety incidents.
6. Ensure ongoing professional learning for all staff on online safety issues.

Roles and Responsibilities

Subject Leader

The online safety subject leader is responsible for:

- Leading the development and implementation of this policy.
- Keeping up to date with online safety issues, guidance, and best practices.
- Delivering training to staff and supporting curriculum integration.
- Coordinating the school's response to online safety incidents.
- Engaging with external agencies to enhance support for online safety initiatives.
- Monitoring and evaluating online safety practices within the school.

Staff

All staff members are required to:

- Model safe and responsible use of technology and uphold the online safety policy.
- Report any online safety concerns or breaches to the subject leader without delay.
- Incorporate online safety education into their lesson plans and deliver it effectively.
- Participate in professional development related to online safety and digital literacy.
- Ensure that technology use in the classroom adheres to the school's online safety guidelines.

Pupils

Pupils are expected to:

- Follow the school's online safety policies and procedures at all times.
- Participate actively in online safety education and workshops.
- Report any online safety concerns or incidents to a trusted adult immediately.
- Practice respectful communication and online etiquette towards others.
- Understand the importance of privacy settings and safeguarding personal information online.

Parents/Guardians

Parents and guardians will:

- Be informed of the school's online safety policy and its implications for their children.
- Participate in online safety workshops and meetings to understand potential risks.
- Support the school's online safety message at home by reinforcing safe online behaviours.

- Know how to report concerns or seek support regarding online safety issues.

Curriculum Integration

Incorporating online safety into the curriculum ensures that pupils understand and navigate digital spaces effectively. Our structured approach includes:

- Age-appropriate lessons on online risks, rights, and responsibilities that are revisited at each stage of learning.
- Regular updates on emerging technologies and the associated risks, integrated into technology lessons.
- Opportunities for pupils to engage in discussions about online ethics, journaling, and reflective practice on their digital interactions.
- Encouraging pupils to participate in projects that foster responsible digital citizenship.
- Utilising external resources and expert speakers to provide varied perspectives and enhance learning.

Training and Awareness

Staff training will be provided when appropriate and will cover:

- Current online safety legislation and best practices relevant to schools.
- Recognising and responding to online risks, including cyberbullying, grooming, and information security.
- Strategies for effectively teaching online safety in various curriculum areas.
- Practical techniques and resources for supporting pupils in navigating online safety issues.
- Creating a culture of openness where staff and pupils feel empowered to discuss challenges they face online.

Reporting Procedures

Incident Reporting

All online safety concerns must be reported to the online safety subject leader. The following procedures will be followed:

1. Document the incident or concern with as much detail as possible in a confidential report format.
2. Investigate the issue promptly, following safeguarding policies and ensuring sensitivity to involved parties.

3. Consult relevant external agencies, including the police, local authority, or safeguarding teams as necessary.
4. Communicate with involved families if appropriate, ensuring proper channels are respected.
5. Review incidents to identify patterns or areas for improvement in online safety education.

Data Breaches

Any suspected data breaches will be reported immediately to the Data Protection Officer and managed according to GDPR guidelines. Response measures will include:

- Investigating the cause of the breach and assessing the risk to individuals affected.
- Informing affected individuals without unnecessary delay if there is a risk to their rights and freedoms.
- Implementing measures to mitigate risks and prevent future breaches.
- Maintaining records of breaches and responses for auditing purposes.

Summary of Inspectorate Expectations

Estyn's most recent inspection framework outlines several expectations for schools regarding online safety:

- Schools should demonstrate clear leadership in promoting digital literacy and online safety across all areas of the institution.
- There must be a comprehensive strategy to educate pupils about online behaviours, risks, and rights, integrated into the wider curriculum.
- Involvement of the whole school community, including parents and guardians, is essential to creating a safe online environment and fostering a culture of responsibility.
- Schools are expected to have effective procedures in place for reporting, documenting, and addressing online safety incidents consistently.
- Continuous professional development for staff on current online safety and digital literacy challenges is crucial to maintaining a safe learning environment.

The commitment to excellence in online safety at Ysgol Cefn Meiriadog aligns with Estyn's vision for fostering an inclusive, supportive, and safe learning environment for all students.

Monitoring and Review

This policy will be reviewed every academic year and updated as necessary to reflect changes in legislation, best practices, or the school's needs. Regular audits will be conducted to assess the effectiveness of the policy and teaching practices, including:

- Surveys and focus groups involving pupils, staff, and parents to gather feedback on online safety measures.
- Analysis of reported incidents to evaluate trends and inform future training and education.
- Regular updates to the governing body on online safety initiatives and compliance.

Conclusion

Online safety is a critical component of the educational landscape at Ysgol Cefn Meiriadog. By adhering to this detailed policy and maintaining a commitment to a safe digital environment, we will empower our pupils to thrive in an increasingly complex digital world.

This document is a statement expressing the aims, objectives, principles and strategies for the delivery of online safety at Ysgol Cefn Meiriadog. It was written during the Autumn term of 2024 following consultation and discussion with the staff within the school.

Discussion and approved by Governors of the school on: _____

To be reviewed: _____

Signed:

Chair of Governors _____

Headteacher _____

Date: _____

