



# Pupil E-Safety Policy

*'At the forefront of education, our vision is to provide opportunity and excellence in all branches of learning. By creating a flagship school that is a 'Centre of Excellence' in scores of disciplines, academic and beyond, each unique child's potential is explored and natural talents discovered. At Langney Primary School our vision is to uphold the balance between EXCELLENCE (standards) and the ENJOYMENT of learning (Vision Statement April 2014).*

Approval Date	Policy Reviewer	Title	Chair of Governors
	Benjamin Bowles	Head of School	Jane McCarthy-Penman

Frequency of Policy Review	Every 2 years
Model Policy	In House - Digital Leaders
Added to Staff Drive	June 2019

***This policy is ratified by Langney's Local Governing Body (LB) and confirmed by the SWALE Board of Directors.***

We have the right  
to safe surfing.

We have the right  
to an e-safety  
education.

We have the right  
to suggest  
improvements to  
our e-safety  
education.

## Our E-Safety Rights

We have the right  
to have e-safety  
worries dealt with  
properly.

We have the right  
to be respected as  
digital citizens.

We have the right  
to make a stand  
against  
cyberbullying.

Tell a trusted adult.

Use the 'Stay Safe' button.

Use the e-safety postbox.

Tell a friend.

Never deal with it alone.

## Dealing with E-safety Issues

Tell any member of the Langney Primary staff.

Don't retaliate.

Use the school website's e-safety help-page.

Remember your digital footprint.

Take advice from the e-safety posters around the school.

Respect the school's digital property

Don't use the devices near water.

Do not download apps or games

No food or drink in the Computing Suite.

Only use teacher-approved sites

Only take digital photos with permission.

Remember the School Values rules when using school devices.

Leave your personal devices at the Reception Desk

Proper use of devices in school

Don't share your passwords.

REMEMBER your digital footprint. EVERYTHING is monitored.

Always use mutual respect online.

Know how to report disrespect on your accounts.

Keep your passwords secure.

Turn to a trusted adult or friend when you have an issue.

If you don't know who it's from, don't reply.

## Using Social Media

Remember your digital footprint

Only post with permission.

Don't accept strangers as friends.

Know how to block unwanted visitors.

NEVER meet up with a social media stranger.

Most apps need a certain age. Pick the right apps for you

Don't accept follow requests from random strangers.

Musical.ly or lively are quite dangerous unless you have a private account but with lively you can't.

If you pick an app make sure you make it private. Also tell a trusted adult before using it.



Check the pegi rating make sure it is ok for your age

Don't go on to any over age social media website. Check the pegi rating. Don't ever put your details on any social media.

There are many e-safety incidents happening where apps like: snapchat,instagram, musical.ly just anything that gives strangers access to your uploads and posts can be very dangerous and risky although it can be good to chat with people you know.

Use the Stay Safe button, on our website. This sends your issues straight to Mrs. Prentice through e-mail which are then dealt with quickly.

After you get your worry in the e-safety post box Mr. Poston will help you out and talk about your issue.

## Reporting problems

Tell any trusted adult at school. They are all trained in e-safety and can help.

Always tell a trusted adult at home. This should be step number 1.