



**Be smart on the  
internet**

Keeping our  
children safe  
on-line

*Forest & Sandridge C.E. Primary School*

Information for Parents and Carers

### How ICT is used in school

At Forest and Sandridge, ICT is not only taught as a separate subject, but is also used to support children's learning in other subjects such as Numeracy, Literacy and Science. During their ICT lessons, children learn to use a wide range of ICT including:

- Word processing to write stories, poems and letters
- Databases to record information
- Spreadsheets to create tables, charts and graphs
- Desktop publishing to design posters or leaflets
- Drawing programs to create pictures and designs
- Internet to find information
- E-mail to contact children and teachers in other schools
- Digital cameras to record what they have done in class or on a visit
- Microphones to record text and music
- Electronic sensors to record changes in light, sound and temperature
- Controllable floor robots to give instructions and make something happen
- Simulations to explore real and imaginary situations

### Fun at home

Children love to use the internet whether it is for playing games or using the internet. Some useful additional programs that can be purchased or downloaded for free on the internet are:

- Software for word processing, desktop publishing, spreadsheets and presentations
- Website design software
- Image creation and manipulation software
- Sound recording software
- Virus scanner/killer, firewall and pop-up/advert blocker
- Media players



### What is E-Safety?

The internet is a lot of fun, but it can be potentially dangerous, and cause significant harm, if our children are not using it safely or appropriately. E-Safety is all about teaching our children to use the internet safely and appropriately whether they are in school or at home. In school, children only use the internet with an adult in the classroom and it is imperative that adults are fully aware of how the internet is being used by children at home. If when using the internet a situation becomes unsafe for our children, they need to be taught how to click the back button and how to get help.

The e-safety rules that we use in school are as follows:

- We ask permission before we go onto the internet.
- We only use websites that our teacher has chosen.
- We immediately close any websites that make us feel uncomfortable.
- We only e-mail people that our teacher has approved.
- We never give out our home address or telephone numbers.
- We never arrange to meet anyone we don't know.
- We never open e-mails from people we don't know.
- We never use internet chat rooms.
- We always tell an adult if we see anything on-line that makes us feel uncomfortable.
- We never say anything mean or unpleasant to or about anyone on-line.
- We never write, draw or make inappropriate or unpleasant reference to school or about anybody from school.
- If mobile phones are brought into school for emergency use on the journey home from school, we will switch it off and give it to our teacher as soon as we get to school.
- If children choose not to follow these rules, will face Sanctions in line with our school behaviour or anti-Bullying policy, whichever is relevant.

These rules are designed to protect our children and to help them understand how to deal with situations that make them feel uncomfortable when on-line.





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We are aware that there are several of our children, in both Key Stages, that have Facebook accounts. Please note the following taken directly from Facebook:

Facebook requires individuals to be at least 13 years old before they can create an account. In some jurisdictions, the age limit may be higher. Providing false information to create an account is always a violation of our Statement of Rights and Responsibilities. This includes accounts registered on the behalf of under 13 year old children by older parties.

Children of primary school age are not considered to be emotionally capable of dealing with the possible implications of having a Facebook account. We would strongly recommend that children in our school do not have Facebook accounts. There have already been several difficult situations that have arisen directly because of children having Facebook accounts. Many thanks for your support in this matter.



**If we are to keep our children safe while they are on-line, we need to work as a team. Please help support us by encouraging your children to follow the same e-safety rules at home as we have at school and by encouraging them to only have access to age appropriate websites.**

**For more information on keeping your children safe, see the following websites:**

**<http://www.saferinternet.org.uk/advice-and-resources/a-parents-guide>**

**<https://www.getsafeonline.org/safeguarding-children/safeguarding-children/>**

