



FAIRFIELD PRIMARY SCHOOL



ICT

Keeping Your Child Safe



It is of the utmost importance that children are safe at school and at home when using all aspects of ICT. The following is to keep you informed to ensure safe e-learning both at home and at school.

Putting Your Mind at Ease

The school has a number of policies regarding the safe use of ICT in the school including:

- ICT Scheme of Work
 - ICT Assessment
 - ICT Vision Statement
 - ICT Internet Policy
 - Data Protection Policy
 - ICT Acceptable Use Policy (AUP)
 - Vale of Glamorgan AUP
 - ICT Freedom of Information Policy
 - ICT Development Plan
 - ICT Sustainability Policy
 - ICT - Parental Guidance
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- All pupil use of the internet, email and chat rooms is monitored by the class teacher and teacher area of professional interest (API) ICT. Use is regulated by policies and rules whereby only the secure chat room area of Think.com is used. Further protection is in the form of the Vale of Glamorgan Council firewall. It should be noted that the school has access to all email accounts for the pupils' safety.
 - Parents can visit the Parent Pages at <http://www.fairfieldpenarth.co.uk> for updates and school information including any ICT developments.
 - All children are required by the school to have parental permission to be involved in any digital imagery and use of the internet, email and chat rooms. A letter of consent is sent to parents to gain permission for their child to

participate or feature in any of these activities. Where permission is not given the child will participate in an activity to develop IT skills elsewhere.

- The school is protected by the Vale of Glamorgan Council filtering system. The children are also taught, in a mature manner, how to deal with any unsuitable material that may inadvertently slip through the net. This procedure of turning off the screen and getting an adult applies to home use of the computer also.
- The children undertake a lesson in e-safety with the Police. A Community Support Officer works with the children to make them aware of what to be aware of, what not to give out and the reporting procedure of any incidents. This is also covered in the ICT and PSE scheme of work. All staff are aware of Data Protection and Freedom of Information protocol.
- All security measures in place are constantly being reviewed by the teachers, teacher API ICT and the Headteacher who reports to the Governing Body.

Top Tips for 'Safe Use' At Home

- Always have the computer in a place where it can easily be seen.
- Regularly check the history of the sites your child has been surfing on the internet.
- Talk to your child about being responsible and open with you about what they are doing on the internet, and who they are chatting to. A friendly chat over a cup of tea is the best approach; let them know they have your trust.

- Discuss a sanction that will be enforced if they abuse your trust.
- Discuss the dangers of meeting people from chat rooms and entering personal information (including photos) on to the internet.
- Discuss what your child should do if some inappropriate material appears on the screen i.e. switch the monitor off and get an adult.
- Most of all show an interest and learn some new skills from them, that way they won't think you are just being a nosey parent.
- If you have any concerns regarding internet or phone bullying then contact Ms Lewis - Headteacher or Mrs. E Burnhill-Smith - teacher API ICT. We take this issue very seriously at Fairfield Primary School.