



## **E-SAFETY POLICY**

ICT in the 21st Century is seen as an essential resource to support learning, as well as playing an important role in the everyday lives of children, young people and adults. Consequently, Fusion Childcare Services need to factor in the use of such technology in order to arm our children with the skills to access life-long learning and employment as well as understanding how to stay safe online. It is crucial for children to have a healthy and balanced relationship with technology and become resilient. Fusion do not rely on technology as a play resource and will use other means to educate children, such as books, sharing info etc, but Fusion do their utmost to support children when accessing the internet and staying safe online, by using material from UK Council for Child Internet Safety (UKCCIS), such as 'Education for a Connected World'.

Information and Communications Technology covers a wide range of resources including; web-based learning. It is also important to recognise the constant and fast paced evolution of ICT within our society as a whole. Currently the internet technologies children and young people use at Fusion are:

- Search Engines
- Websites
- Pinterest, Youtube, Cbbc, (where possible we do not let Children see Ads)
- KidsYoutube
- Kidz Search
- Learning Platforms for homework such as TT Rockstars
- Devices, such as Tablets, Kurios/iPads that have access to the Internet have parental controls and restrictions
- Apps- age appropriate and where possible educational but always downloaded by Management.

Whilst exciting and beneficial both in and out of the context of education, much ICT particularly web-based resources, are not consistently policed. All users need to be aware of the range of risks associated with the use of these Internet technologies and supporting children in being digitally resilient.

At Fusion Childcare Services we understand the responsibility to educate our children on eSafety issues and believe it is essential for e-Safety guidance to be given to the children on a regular and meaningful basis. We do this by informal chats, conferencing, Q&A, in house CEOP training and the report it button, talking about the 3 c's (content, contact, conduct) and taking part in Safer Internet Days and like-wise themed topics. At Fusion, we support children in being aware of current apps, fake news, the impact of online bullying, abusive/sexual/ terrorist and extremist material, teaching appropriate behaviours and critical thinking skills needed to enable them to remain both safe and legal when using the internet and related technologies. Children are aware of where to seek advice or help if they experience problems when using the internet and related technologies, i.e. parent/ carer, teacher/ trusted staff member and there are posters around the setting

We Fusion endeavours to continually embed safety messages across Fusion through the use of e-safety posters; the **SMART** guidelines are visible to children and are explained to children wishing to use the internet.

**SAFE-** Keep safe by not giving out personal information, such as name, email, phone number, address or school name to people who you do not know.

**MEETING-** Never agree to meet anyone you have only met online unless your parent/carer is with you.

**ACCEPTING-** Do not accept emails or instant messages, or open files, images or texts from people you do not know. They can contain viruses or nasty messages.

**RELIABLE-** Not all information found on the Internet is reliable and people you meet online will not always tell you the truth.

**TELL-** Tell a member of staff/ parents/carers/responsible adult if someone or something you encounter online makes you feel uncomfortable.

The Management of Fusion Childcare Services has ultimate responsibility to ensure that the policy and practices are embedded and monitored. The named e-Safety co-ordinators are **ABIGAIL WILKINS** (also CEOP Ambassador) and **REBECCA WILKINS**. It is the responsibility of the co-ordinators to keep abreast of current issues and guidance through organisations such as CEOP, Childnet, Internet Matters, Parent Zone and Herts for Learning. Staff receive up to date information in staff briefings and as part of their induction and also training about apps and what they do/ are they safe/relevant. Staff are aware what to do in the event of misuse of technology and are aware of the relevant legislation when using the internet such as Data Protection.

Children's full names will not be published on Fusion's website and a check in the Registration Packs will be made to ensure that parental permission has been given for Social Media consent, in lines with the relevant policy. Only children who have been given consent for using electronic devices will be allowed to do so.

Fusion ensures that children are supervised when they have access to the Internet and must be in a visible area where staff can see the screens. Staff will preview any recommended sites before use, (where possible) and raw image searches are discouraged when working with children. If children need assistance with their homework, which requires the Internet, then Fusion will preview the recommended websites and assist the child if necessary. Fusion has

an e-safety risk assessment in place, security is high and anti-virus software is uploaded and updated regularly and unacceptable sites are blocked. The iPads/tablets' browser histories are regularly checked to monitor which sites are being accessed. Where possible, apps that the children use are already downloaded on the devices.

**Misuse and Infringements-** Complaints relating to e-Safety should be made to the eSafety co-ordinators or the Management of Fusion and any incidents will be logged.

**Inappropriate material-** All users are aware of the procedures for reporting accidental access to inappropriate materials. The breach must be immediately reported to the e-Safety co-ordinator.

Deliberate access or attempt to access inappropriate materials by any user or being shown by a third party, will lead to the incident being logged by the e-Safety co-ordinator and Safeguarding Procedures followed. Depending on the seriousness of the offence; investigation by the Manager, immediate suspension, possibly leading to dismissal and involvement of the police for very serious offences. Parents/carers will be asked to sign the Incident Record and the Manager will investigate how to prevent a reoccurrence of the incident and will develop training for staff.

**Hertfordshire E Safety Adviser:** 01438 844819

**Anti-Bullying Advisor:** 01438 844767

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<b>Signed and approved:</b>	Fusion Childcare Services		