

St Francis Catholic Primary School

Pupil access to the Internet

Introduction

Today millions of people regularly use the Internet and e-mail to communicate. Their usage is predicted to continue to rise, as global communications become part of our daily and social life. Already there is a huge wealth of educational resources available on the Internet and this too will continue to grow. St Francis School encourages its pupils to use these rich information resources, as well as develop appropriate skills in order to analyse and evaluate them. These skills will be fundamental in the society our pupils are now living.

The Internet provides access to a greater library of resources than could ever be provided in School. However, some of the information to be found on the Internet may be inappropriate for pupils. Users therefore, need clear guidelines for its use in order to protect children.

Purposes

1. Children need to be taught skills in order to use the Internet effectively.
2. The Internet should be used to enhance pupils' educational opportunities.
3. Users should be taught how to use the Internet responsibly and to make healthy choices when searching.

Guidelines

1. Internet access is a necessary part of the statutory curriculum. It is an entitlement for pupils based on responsible use.
 - At Key Stage 1, the majority of the access to the Internet will be by teacher or adult demonstration.
 - At Key Stage 2, Internet access will be granted to a whole class, groups or individual children as part of the scheme of work, after a suitable education in responsible Internet use.
2. The School will only connect to the Internet through a service provider that will offer a filtered service designed for pupils. The School will take appropriate action against anyone attempting to, or succeeding in, accessing materials of a potentially offensive nature using School facilities. Pupils will be informed that Internet use will be supervised and monitored. If staff or pupils discover unsuitable sites, the URL (address) and content will be reported to the Internet Service Provider.

3. There is a code of conduct when using the Internet that teaches pupils to follow sensible rules. Pupils will need to have understood these rules before they access the Internet or e-mail. Parents will receive a letter explaining the Schools use of the Internet and e-mail and a copy of the rules governing pupil's use. They will be asked to sign and return a permission form. A copy of the code of conduct will be displayed in the ICT room. Teachers will regularly remind pupils of these rules.
4. The Schools ICT coordinator will consult with the LEA, service providers and other appropriate bodies to ensure that the policy is being implemented. The policy will be reviewed bi-annually by the ICT coordinator in consultation with the senior management team and the governors.
5. The children will be taught how to
 - a. Browse and navigate
 - b. Search using alphabetically organised menus, keywords and categories
 - c. Access favourites and add to favourites in folders
 - d. Print pages
 - e. Cut and paste pictures and text into word processor program.
 - f. Send and receive e-mail (Key Stage 2).

Staff will consult the ICT coordinator for advice on content, training and appropriate teaching levels consistent with the Schools ICT scheme of work and QCA document.

6. The School expects that staff will begin to investigate the possibilities and uses of resources and information accessed by the Internet as appropriate within the curriculum, and that staff will provide guidance and instruction to pupils in their appropriate use of such resources. Teachers will give pupils purposeful, focused tasks. Where pupils are given freedom to search the Internet for information, their teacher should give them a clear learning objective.

Dear Parents,

Responsible Use of the Internet

As part of our pupil's curriculum enhancement and the development of ICT skills, we are providing supervised access to the Internet including e-mail. Before being allowed to use the Internet, all pupils must obtain parental permission and there is a tear-off slip at the bottom of this letter for this purpose.

Although there have been concerns about pupils having access to undesirable materials, we are taking positive steps to deal with this risk in our School. During School, teachers will guide pupils towards appropriate materials and our School Internet access provider operates a filtering system that restricts access to inappropriate materials. These procedures should ensure that pupils use the Internet to further educational goals and objectives.

Whilst every endeavour is made to ensure that suitable restrictions are placed on the ability of children to access inappropriate materials, we cannot be held responsible for the nature or content of materials accessed through the Internet.

I enclose a copy of the Guidelines for Responsible Internet Use that we operate at St. Francis and which the children are aware of. The children will be expected to follow these guidelines if you agree to their use of the Internet.

We believe that any disadvantages of the Internet are outweighed by the positive benefits to the pupils in enhanced learning opportunities. However the School respects the rights of each family to decide whether or not to apply for access.

Yours sincerely

Internet Use Parent Permission Slip

I grant permission for my child _____ to use
e-mail and the Internet.

I have discussed the Guidelines for Responsible Internet Use with my child.

Parents signature _____

KS2 Guidelines for Responsible Internet Use

Our School has installed computers and Internet access to help our learning.

These rules will keep everyone safe and help us to be fair to others.

- I must only use the Internet when an adult supervises me.
- If I find anything I'm uncomfortable with I will click on 'Hector the Protector' and tell the adult in charge.
- I will only e-mail people I know, or that my teacher has approved.
- The messages I send will be polite and responsible.
- I will not give out personal information or passwords.
- I will not arrange to meet anyone I don't know.
- I will not go on internet chat rooms or social networking sites.
- I will only use my own username and password and will not access other people's work without permission.

Any person abusing these guidelines will be denied free access to the I.C.T room for a specified period of time, and parents will be contacted.

KS1 Guidelines for Responsible Internet Use

Think then Click

These rules help us to stay safe on the Internet



We only use the internet when an adult is with us

We can click on the buttons or links when we know what they do.



We can click on Hector when we see something we don't like.

We always ask if we get lost on the Internet.



We can send and open emails together.

We can write polite and friendly emails to people that we know.

