



## **BERRYMEDE JUNIOR SCHOOL**

### **POLICY STATEMENT ON THE USE OF THE INTERNET**

#### **1. Introduction**

Usually, the resources used by pupils in school are carefully chosen by the teacher and determined by curriculum policies. Use of the Internet, by its nature, will sometimes provide access to information which has not been selected by the teacher. Whilst pupils will often be directed to sites which provide reviewed and evaluated sources, at times, they will be able to move beyond these, to sites unfamiliar to the teacher.

The problems and issues that have been highlighted by the media concern all schools. Whilst some of the media interest is hype, there is genuine cause for concern and it is imperative that schools consider issues carefully before allowing pupils access to the Internet.

Our school uses Educational Exchange (Edex) / DIALnet as its Internet Service Provider. This ISP (Internet Service Provider), has been chosen because it caters specifically for education and filters out any undesirable sites it is aware of. (Material such as pornography or that containing racist views, politically extreme views, or violent material.) It is however impossible to completely guarantee pupils will not encounter such material.

If use is made of the Internet at home parents are strongly urged to use filtering software to prevent children accessing such undesirable material. (Software such as Net Nanny, SurfWatch, Cyber Patrol, CyberSitter will do a reasonable job providing the software is regularly updated!). It also makes sense to site the PC in a lounge or similar “communal” area rather than in a child’s bedroom. In this way you can more readily be aware of what web sites are being accessed.

Ultimately, the responsibility for setting and conveying the standards that children are expected to follow, when using media and information resources, is one the school shares with parents and guardians. We feel that the best recipe for success lies in a combination of:

1. Using an Internet Service Provider (ISP) which offers a filtering service.
2. Supervision by adults.
3. Fostering a responsible attitude in our pupils in partnership with parents and guardians.

This is why this policy has been developed. Attached to this policy should be “A Guide to the Internet” for your information, and an Internet Agreement form. to ensure that all children are taught about drugs in a consistent manner, following guidelines that have been agreed by parents, governors and staff.

#### **2. Using the Internet for Education**

We intend to teach pupils to use the vast information resources available on the World Wide Web, and to use the Internet to communicate. These skills are becoming a fundamental part of modern living.

Initially the pupils may be restricted to sites which have been reviewed and selected for content. They may be given tasks to perform using a specific web site. This may be possible to achieve “off-line” by downloading content from a chosen web page beforehand.

As pupils gain experience, they will be taught how to use searching techniques to locate specific information for themselves. Tasks will be set to encourage pupils to view web sites and information with a critical eye.

Comparisons will be made between researching from different sources, such as CD-ROM, books and the World Wide Web in terms of: the time taken, the amount of information found, and the usefulness and reliability of information found. Activities will be designed to help pupils decide when it is appropriate to use the Internet, as opposed to other sources of information.

At times, information, such as text, photos etc may be “downloaded” from the Internet for use in pupils’ own work.

Pupils will have the opportunity to communicate with pupils in other schools around the world via email. They will be taught how to use the address book, and how to attach files to an email.

Pupils will evaluate web sites with regard to their intended audience, the presentation of information, and the interactivity of the site as a prelude to the planning of a school web site.

Pupils will be involved as much as possible with the, design, construction and maintenance of a school web site

### **3 Pupils’ Access to the Internet**

Our school use a “filtered” Internet Service Provider, which minimises the chances of pupils encountering undesirable material.

The school will only allow children to use the Internet when there is a responsible adult present to supervise. However it is unrealistic to suppose that the adult is able to monitor all pupils, all the time.

Members of staff will be aware of the potential for mis-use, and will be responsible for explaining to pupils, the expectation we have of pupils. Staff are familiar with what should be done if a pupil gains access to undesirable material via the Internet. Initially the screen will be changed by clicking on the browsers BACK button, or if necessary powering off the monitor.

When possible the teacher will make a note of the offending web site address, so that it can be reported later. If necessary a discussion may take place with the pupils, to remind them of their responsibilities.

### **4 Expectations of Pupils using the Internet**

The Internet is provided as a learning resource, but due to its nature requires a responsible attitude.

We expect all pupils to be responsible for their own behaviour on the Internet, just as they are anywhere else in school. This includes the materials they seek to access, and the language they use in their communications.

Pupils are expected to read and sign the Internet Agreement which lays out the following expectations:

Pupils will:

1. Only use the Internet when supervised by a teacher.
2. Not disclose their home address / telephone number over the Internet, unless permission has been given by parents and a teacher.
3. Not send a personal photo over the Internet without permission from parents and teacher.
4. Never arrange to meet anybody in person.
5. Not use bad language in their email messages.
6. Inform the teacher if in receipt of messages with bad language.
7. Not intentionally seek out offensive materials. (Eg: distasteful, rude or violent text or pictures).
8. If anything offensive appears while online, click the BACK button on the browser, or turn off the monitor immediately and inform the teacher.
9. Understand that teachers will have access to pupils' emails and other Internet related files and may check these on a regular basis to ensure expectations of behaviour are being met.
10. Understand that refusal to comply with these expectations may result in access to Internet resources being denied.

## **5 Expectations of Teachers**

Teachers will:

1. Review and evaluate web sites prior to use with the pupils.
2. Whenever appropriate, use downloaded material rather than use the Internet "live".
3. Plan specific and focussed tasks or pupils using email or the Web.
4. Keep a check on the web pages pupils are accessing. (This may also be done retrospectively by checking the History pages.)
5. Monitor the email messages sent and received by pupils. In accordance with DfEE guidance, pupils may often use communal email accounts. (See <http://saftey.ngfl.gov.uk>)
6. Only use News Groups or Chat rooms after consultation with Ealing's ICT team.
7. Report the Web address (URL), of any offensive material to either Edex/DIAL net or Ealing's ICT team.
8. Seek parent permission for use photographs of pupils on email attachments or web pages.
9. Construct web pages in such a way that the name of a pupil in a photograph cannot be deduced by an outsider viewing the web page. (ie: Not have pupils' names alongside photos, nor use pupils' names in text which refers to a photograph).

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