



E Safety Policy

At Pavilion Preschool (Aigburth) CIO, we are committed to keeping all children safe, healthy and protected from harm. Online safety forms an important part of our wider Safeguarding Policy and applies to the use of the internet, digital devices, mobile phones, cameras and other forms of electronic communication within the setting.

Our children are unlikely to have independent access to the internet whilst in the setting however they are increasingly exposed to digital technology at home and in the wider community. We recognise the importance of helping children develop positive, safe and age-appropriate attitudes towards technology from an early age.

Our approach to online safety reflects the Early Years Foundation Stage (EYFS) and supports children to develop the knowledge, understanding and confidence they need to use technology safely and responsibly.

Aims

Our online safety approach aims to:

- Keep children safe when using digital technology and accessing online content.
- Provide children with age-appropriate opportunities to explore and use technology.
- Help children understand that technology should be used safely and responsibly.
- Teach children to tell a trusted adult if they see or hear something that makes them feel worried, upset or uncomfortable.
- Ensure staff understand their responsibilities in relation to online safety.
- Protect children's personal information, photographs and digital records.
- Work in partnership with parents and carers to promote safe and appropriate use of technology.



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Age-Appropriate and Guided Use

Technology can provide valuable opportunities for learning, communication, creativity and exploration. At Pavilion Preschool, children's use of technology will always be age-appropriate, purposeful and supervised by an adult.

Digital technology may be used to support children's learning and development, for example through:

- Exploring and researching topics of interest.
- Listening to stories, music and rhymes.
- Supporting communication and language development.
- Developing creativity through digital media.
- Exploring photographs, images and age-appropriate resources.
- Supporting children's understanding of the world around them.

Children will not have unrestricted or unsupervised access to the internet.

Safeguarding and Risk Assessment

We recognise that the internet and digital technologies can present risks to young children, including exposure to inappropriate or upsetting content.

The setting will take appropriate steps to minimise these risks. Internet-enabled devices used by children will have appropriate filtering and safety controls in place.

Staff will supervise children's use of digital technology and will take action if a child accidentally accesses something inappropriate or concerning.

Children will be encouraged to tell a trusted adult if:

- They see something that makes them feel worried or uncomfortable.
- Someone says or shows them something they do not like.
- They are unsure whether something is safe.
- They are asked to do something online that they do not understand.



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Any safeguarding concern arising from the use of technology will be dealt with in accordance with our Safeguarding Policy.

Staff Responsibility

Online safety is the responsibility of everyone within the preschool, including staff, volunteers, students, visitors and those with responsibility for managing the setting.

Staff are expected to:

- Follow the setting's safeguarding and online safety procedures.
 - Supervise children's use of digital devices and the internet.
 - Use technology appropriately and professionally.
 - Report any inappropriate, concerning or unsafe online content immediately to the Manager or Designated Safeguarding Lead (DSL).
 - Ensure personal devices are not used to photograph or record children. ●
- Maintain confidentiality when handling children's personal information and digital records.

Staff must not use preschool equipment or accounts for inappropriate personal use.

Internet Access

Internet access at Pavilion Preschool will be provided primarily to support children's learning and the professional work of staff.

Any internet access available to children will be appropriately filtered and monitored.

The Manager will ensure that suitable filtering and security measures are in place on devices that can access the internet.

Staff will report any inappropriate websites, images, videos, advertisements or other material accessed accidentally so that appropriate action can be taken and filtering arrangements reviewed where necessary.

Children will not be permitted to independently search the internet.



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Use of Digital Devices

Digital devices, including tablets, computers and interactive equipment, will only be used by children under appropriate adult supervision.

Staff will ensure that digital technology does not replace valuable opportunities for:

- Physical activity.
- Outdoor play.
- Creative experiences.
- Social interaction.
- Communication and language development.
- Hands-on exploration and play.

Technology will be used as one of a range of resources available to children and will form part of our balanced, play-based curriculum.

Email and Online Communication

Children will not have access to personal email accounts or unrestricted online communication.

Staff will use Pavilion email accounts for work-related communication and must not use these accounts for personal correspondence.

Staff must not communicate with children or families through personal social media accounts or personal messaging services.

Any electronic communication with parents and carers must be through approved Pavilion systems and in accordance with our confidentiality, safeguarding and data protection procedures.



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Photographs and Videos

Photographs and videos of children may be taken for appropriate purposes, such as:

- Recording children's learning and development.
- Supporting observations and assessments.
- Sharing children's experiences with parents and carers where appropriate.
- Promoting the preschool, where appropriate consent has been obtained.

Photographs or videos of children will only be taken using setting-approved devices. Personal mobile phones must never be used to photograph or record children.

Photographs or videos will only be used, shared or published in accordance with parental consent, our safeguarding procedures and data protection requirements.

Mobile Phones and Personal Devices

Personal mobile phones must not be used in areas where children are present.

Staff may use personal mobile phones only in designated staff areas, such as the office or staff room.

Personal mobile phones, smart watches or other personal devices must not be used to:

- Photograph or record children.
- Store children's personal information.
- Access or share children's photographs.
- Communicate with children or their families through personal accounts.

The taking of photographs or recordings of children on personal devices is strictly prohibited.



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Social Media

Staff must maintain professional boundaries when using social media.

Staff must not post photographs, videos or information about children attending Pavilion Preschool on personal social media accounts.

Staff must not identify children, families or colleagues inappropriately online or share confidential information relating to the preschool.

Any concerns regarding inappropriate use of social media will be dealt with in accordance with the setting's safeguarding, disciplinary and complaints procedures.

Working in Partnership with Parents and Carers

We recognise that children are increasingly exposed to digital technology outside the preschool environment.

We will work with parents and carers to promote safe and positive use of technology by:

- Sharing information and guidance about online safety.
- Encouraging parents to discuss safe technology use with their children.
- Signposting families to appropriate online safety resources where required.
- Raising awareness of age-appropriate content and parental controls.

Parents and carers are encouraged to speak to a member of staff if they have concerns about a child's online experiences.

Responding to Online Safety Concerns

Any concern relating to a child's safety when using technology or accessing online content will be taken seriously.

Staff should report concerns immediately to the Designated Safeguarding Lead (DSL) or Manager.



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Where a concern relates to possible abuse, exploitation, inappropriate content or another safeguarding matter, the setting's Safeguarding Policy and procedures will be followed.

Any complaints regarding the use of the internet, digital technology or electronic communication will be dealt with in accordance with the setting's Complaints Policy.

Exposure to Extremist Material and the Prevent Duty

At Pavilion Preschool (Aigburth) CIO, we are committed to protecting children from exposure to extremist material and the risk of radicalisation, in accordance with the Prevent Duty and our safeguarding responsibilities.

If a child is exposed to extremist or concerning online content, staff will:

- Immediately stop access to the material and reassure the child in an age-appropriate manner.
- Report the incident to the Designated Safeguarding Lead (DSL) or Manager without delay.
- Record the incident factually, including any relevant comments made by the child.
- Ensure the material is not shared or accessed again unnecessarily and report any concerns about internet filtering or device security.
- Follow the setting's Safeguarding and Child Protection Policy and seek advice from relevant safeguarding professionals where necessary.

Any concerns that a child may be vulnerable to radicalisation will be taken seriously and assessed individually. Where appropriate, the DSL will seek advice or make a referral to children's social care, the local authority Prevent team or the police. Immediate risks of harm will be reported to the appropriate emergency services.

Through our EYFS curriculum, we promote respect, inclusion, kindness and understanding of different people and communities. Staff will receive appropriate guidance to recognise and report concerns, and procedures will be reviewed in line with current Prevent guidance.



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Monitoring and Review

The Manager is responsible for ensuring that this policy is implemented effectively and reviewed regularly.

Online safety procedures will be reviewed in response to changes in technology, guidance, legislation or identified risks.

All staff will be expected to remain aware of current online safety issues and to follow the setting's procedures for keeping children safe when using technology.

This policy was adopted in March 2024

It will be reviewed annually or as required

Last updated 13.10.26

Signed by Chair of Trustees:

Signed by Operations Manager: