

## E Safety Policy

Pavilion Breakfast and After School Clubs has a commitment to keeping children safe and healthy and this e safety policy operates under the umbrella of our Safeguarding policy. This e safety policy is the implementation of the Safeguarding policy in relation to electronic communications of all types.

### Introduction

The internet is now regarded as an essential resource to support teaching and learning. Computer skills are vital to accessing lifelong learning and employment. It is important for children to learn to be e-safe from an early age and Pavilion clubs can play a role in this process.

In line with other policies that protect children from other dangers, there is a requirement to provide children with as safe an internet environment as possible and a need to help teach them to be aware of and respond responsibly to possible risks.

The internet is now commonplace and its effective use is an essential life skill. Unmediated internet access brings with it the possibility of placing children in embarrassing, inappropriate and even dangerous situations.

Our E Safety Policy is built on the following core principles:

- Guided educational use

Significant education benefits should result from internet access including access to information from around the world. Internet use should be carefully planned and targeted within a regulated and managed environment.

- Risk Assessment

We have a duty to ensure children are not exposed to inappropriate information or material. We also need to ensure that children know how to ask for help if they come across material that makes them feel uncomfortable.

- Responsibility

Internet safety depends on staff, parents, carers and visitors taking responsibility for the use of the internet and other communication technologies such as mobile phones. It is the Pavilion's responsibility to use technical solutions to limit internet access and to monitor effectiveness of any such solutions.

The internet is a popular element in 21st century life for education, business and social interaction. Pavilion has a duty to provide children with quality internet access as part of any learning experiences particularly for those children in the Early Years Foundation Stage.

Internet access will be tailored expressly for educational use and include appropriate filtering. Children will learn appropriate internet use. Staff will guide online activities that will support their learning. The internet is also to support the professional work of staff, to allow effective planning and to enhance Pavilion's management information and business administration systems.

The manager will ensure that the appropriate filters are applied to equipment capable of connecting to the internet within the setting. Staff will monitor websites being used by children and report any unsuitable material that may have been accessed immediately so that the filters can be reviewed.

Children will not have access to email. Staff using email use a Pavilion specific email address and which is not permitted to be used for personal emails.

Photographs of children will only be used on the Pavilion website or printed materials with parental consent.

Personal mobile phones are not permitted in the rooms or garden areas occupied by children. Staff are permitted to use their mobile phones in the office and staff room only. The taking of photographs on personal mobile phones is strictly prohibited anywhere on the Pavilion site. Photographs are only taken using permitted devices.

Any complaints about the appropriate use of the internet or other technologies will be handled through the complaints procedure.

This policy was adopted in March 2024

It will be reviewed annually or as required

Last updated 19.03.24

Signed by Chair of Trustees:

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Signed by Club Manager:

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