



# Campbell Harris College

## Online safety policy for Campbell Harris College

Written: June 2020

Reviewed: Sept 2020

Next review: Sept 2021

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***This policy should be read alongside the child protection/safeguarding policy for Campbell Harris College.***

### Statement of Intent

Whilst acknowledging that the current Covid 19 pandemic has necessitated different ways of working with groups and individual students, Campbell Harris College will continue to provide a safe environment for students and staff, including interaction undertaken online: **all staff who interact with students online will continue to look out for signs of a student who is at risk.**

**The College will ensure that any use of online learning tools and systems are in line with privacy and data protection requirements.**

### Purpose of Policy

- to ensure the safety and well-being of students when using the internet, social media or mobile devices
- to inform staff of the overarching principles that guide our approach to online safety, with special reference to the process of online 1:1 teaching and learning
- Ensure that as an organisation, we operate in line with our College values and within the law of how we use online devices
- Students will be safe to access the internet for 1:1 learning while it is inadvisable for them to come into college for lessons

### Legal framework

Summaries of the key legislation and guidance which underpin this policy can be found summarised on [learning.nspcc.org.uk](https://www.learning.nspcc.org.uk)

### Partnership

The College aims to work in partnership with the students, their parents, carers and other relevant agencies to ensure the students online safety

## Action to keep children and young people safe

- Campbell Harris has a designated an online safety coordinator
- clear and specific directions will be given to staff on how they must behave online
- children of school age will only take part in 1:1 lessons with a parent/carer alongside, or after agreeing to being videoed during the lesson
- The College will use an online safety agreement with students and, if applicable their parent/carer
- Campbell Harris will enable students to respond to any incidents or inappropriate behaviour and to finish each lesson by declaring if they have felt safe during the session
- The College will ensure that usernames, logins, email accounts and passwords are used effectively
- Campbell Harris will ensure that personal information is shared only on a need-to-know basis
- No photos of the student or their family may be uploaded
- The online safety coordinator will randomly sample lessons

## Response to any online abuse

- follow current safeguarding procedures
- suspend online lessons for that specific student/staff member at once

## Contact details

Online safety coordinator: Jane Choonara

Senior lead for safeguarding and child protection: Mark Harris

NSPCC Helpline: 0808 800 5000