Avanti Gardens School
E-Safety Framework

Contents

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Introduction:

At Avanti Gardens, keeping pupils safe is our first priority – this extends to the safety of pupils online. We believe that Avanti Gardens has a duty of care for how pupils use the internet by making sure that policy and procedure are clear and effective in keeping pupils safe online. The e-Safety policy that follows explains how we intend to do this, while addressing issues in order to help young people (and their parents/carers) to be responsible users and stay safe while using the internet and other communications technologies for educational, personal and recreational use.
This updated version of the policy comes to light because of the Self-Assessment completed by E-Safety Lead in November 2020 [Appendix 1].

Scope of policy:

This policy applies to all members of the school community (including staff, students/pupils, volunteers, parents/carers and visitors) who have access to and are users of school ICT systems, both in and out of school.

The Education and Inspections Act 2006 empowers Principals, to such extent as is reasonable, to regulate the behaviour of pupils when they are off the school site and empowers members of staff to impose sanctions for inappropriate behaviour. This is pertinent to incidents of cyber-bullying or other e-Safety related incidents covered by this policy, which may take place out of school, but is linked to membership of the school.

The school will deal with such incidents within this policy and the Whole School Behaviour Policy which includes anti-bullying and will, where known, inform parents/carers of incidents of inappropriate e-Safety behaviour that take place out of school.

Roles and Responsibilities:

Avanti Schools Trust:

Avanti Schools Trust are responsible for the approval of the e-Safety Policy and for reviewing the effectiveness of the policy. This will lead by Avanti Schools Trust Director Andy Rana, receiving regular information about e-Safety incidents and monitoring reports when appropriate. Any e-safety incidents of issues will be discussed during the regular meeting with the school safeguarding governor.

Principal and Senior Leadership team:

The Principal is responsible for ensuring the safety (including e-Safety) of members of the school community, though the day to day responsibility for e-Safety will be delegated to the ICT/e-Safety *Leader.*
-The Principal/Senior Leaders are responsible for ensuring that the e-Safety Coordinator and other relevant staff receive suitable CPD to enable them to carry out their e-Safety roles and to train other colleagues, as relevant.
-The Principal/Senior Leaders will ensure that there is a system in place to allow for monitoring and support of those in school who carry out the internal e-Safety monitoring role. This is to provide a safety net and also support to those colleagues who take on important monitoring roles.

-The Senior Leadership Team will receive regular monitoring reports from the e-Safety Leader.
-**The Principal and another member of the Senior Leadership Team should be aware of the procedures to be followed in the event of a serious e-Safety allegation being made against a member of staff.**

Designated Safeguarding Lead:
Should be trained in e-Safety issues and be aware of the potential for serious child protection issues to arise from:
- sharing of personal data;
- access to illegal/inappropriate materials;
- inappropriate on-line contact with adults/strangers;
- potential or actual incidents of grooming;
- Cyber-bullying;
- Sexting.

E-Safety Coordinator:
The responsibilities of the e-Safety Co-ordinator include:
-taking day to day responsibility for e-Safety issues and having a leading role in establishing and reviewing the school e-Safety policies/documents;
-ensuring that all staff are aware of the procedures that need to be followed in the event of an e-Safety incident taking place;
- providing training and advice for staff;
- liaising with school ICT technical staff;
- receiving reports of e-Safety incidents and creating a log of incidents to on CPOMS;
- meeting regularly with Safeguarding Governor to discuss current issues, review incident logs and filtering/change control logs;
- attending relevant meeting/committee of Avanti Schools Trust;
- reporting regularly to Senior Leadership Team.
Any reported incidents will be dealt with by the DSL.

Systems Management
The school has a managed ICT manager, who has the responsibility of ensuring that the e-Safety measures are robust.
The Systems Manager is responsible for ensuring:
- that the school's ICT infrastructure is secure and is not open to misuse or malicious attack;
- the school's filtering policy, is applied and updated on a regular basis and that its implementation is not the sole responsibility of any single person;
- that they keep up to date with e-Safety technical information in order to effectively carry out their e-Safety role and to inform and update others as relevant;
- that the use of the network/remote access/email is regularly monitored in order that any misuse/attempted misuse can be reported to the ICT lead /Principal for investigation/action;
- that monitoring software/systems are implemented and updated as agreed in school policies.

Teachers and support staff:

Responsible for ensuring that:
-they have an up to date awareness of e-Safety matters and of the current school e-Safety policy and practices;
-they have read, understood and signed the school Staff Acceptable Use Agreement – see Appendix C;

-they report any suspected misuse or problem to the e-Safety/ICT Co-ordinator/Principal for investigation/action/sanction and log on CPOMS;
- digital communications with pupils should be on a professional level and only carried out using official school systems e.g. Class Dojo and Tapestry;
- e-Safety issues are embedded in all aspects of the curriculum and other school activities;
- they monitor ICT activity in lessons, extra-curricular and extended school activities;
- they are aware of e-Safety issues related to the use of mobile phones, cameras and hand held devices and that they monitor their use and implement current school policies with regard to these devices;
- in lessons where internet use is pre-planned pupils should be guided to sites checked as suitable for their use and that processes are in place for dealing with any unsuitable material that is found in internet searches.

Pupils:
Taking into account the age and level of understanding, pupils:
- are responsible for using the school ICT systems in accordance with the Pupil Acceptable Use Policy (AUP) – see Appendix B which their parents/carers will be expected to sign before being given access to school systems;
- need to understand the importance of reporting abuse, misuse or access to inappropriate materials and know how to do so;
- should understand the importance of adopting good e-Safety practice when using digital technologies out of school and realise that the school's e-Safety Policy covers their actions out of school, if related to their membership of the school.

Parents/carers:
Parents/Carers play a crucial role in ensuring that their children understand the need to use the internet/mobile devices in an appropriate way. Research shows that many parents and carers do not fully understand the issues and are less experienced in the use of ICT than their children. The school will therefore take every opportunity to help parents understand these issues through parents' evenings, newsletters, letters, website/VLE and information about national/local e-Safety campaigns/literature. Parents and carers will be responsible for:
- endorsing the Pupil Acceptable Use Policy (AUP) – see Appendix B
- ensuring that they themselves do not use the internet/social network sites/other forms of technical communication in an inappropriate or defamatory way.

Policy Decisions:

Internet access:

All users will read (and sign if adult) the Acceptable Use Agreement [Appendix B and C] before using any school ICT resources.

Assessing Risk:

As the quantity and breadth of information available through the Internet continues to grow, it is not possible to guard against every undesirable situation. Pupils are supervised when using the internet by adults in the classroom [See Addendum].

- The school will take all reasonable precautions to ensure that users access only appropriate material. However, due to the global and connected nature of Internet content, it is not possible to guarantee that access to unsuitable material will never occur via a school computer. The school cannot accept liability for the material accessed, or any consequences resulting from Internet use.
- The school will audit ICT use to establish if the e–Safety policy is adequate and that the implementation of the e–safety policy is appropriate [see Appendix A for e-Safety Audit].
- The use of computer systems without permission or for inappropriate purposes could constitute a criminal offence under the Computer Misuse Act 1990 and breaches will be reported to Avon and Somerset Police.
- Methods to identify, assess and minimise risks will be reviewed regularly.

Unacceptable activity:
The school believes that the activities referred to in the following section would be inappropriate in a school context and those users, as defined below, should not engage in these activities in school or outside school when using school equipment or systems. The school policy restricts certain internet usage as follows:

User Actions

User Actions		Acceptable	Acceptable at certain times	Acceptable for nominated users	Unacceptable	Unacceptable and illegal
Users shall not visit Internet sites, make, post, download, upload, data transfer, communicate or pass on, material, remarks, proposals or comments that contain or relate to:	child sexual abuse images					✓
	promotion or conduct of illegal acts, e.g. under the child protection, obscenity, computer misuse and fraud legislation					✓
	adult material that potentially breaches the Obscene Publications Act in the UK					✓
	criminally racist material in UK					✓
	pornography				✓	
	promotion of any kind of discrimination				✓	
	promotion of racial or religious hatred				✓	
	threatening behaviour, including promotion of physical violence or mental harm				✓	
	any other information which may be offensive to colleagues or breaches the integrity of the ethos of the school or brings the school into disrepute				✓	
Using school systems to run a private business					✓	
Use systems, applications, websites or other mechanisms that bypass the filtering or other safeguards employed by the school					✓	
Uploading, downloading or transmitting commercial software or any copyrighted materials belonging to third parties, without the necessary licensing permissions					✓	
Revealing or publicising confidential or proprietary information (e.g. financial/personal information, databases, computer / network access codes and passwords)					✓	
Creating or propagating computer viruses or other harmful files					✓	
Carrying out sustained or instantaneous high volume network traffic (downloading / uploading files) that causes network congestion and hinders others in their use of the internet					✓	
On-line gaming (educational)				✓		
On-line gaming (non-educational)					✓	
On-line gambling					✓	
On-line shopping/commerce					✓	
File sharing				✓		
Use of social networking sites				✓		
Use of video broadcasting e.g.Youtube				✓		

Where there is cause for concern or fear that illegal activity has taken place or is taking place involving the use of computer equipment, our school will determine the level of response necessary for the offence disclosed. The decision to involve Police would be made as soon as possible, after contacting Children's Services if the offence is deemed to be out of the remit of the school to deal with.

If any apparent or actual misuse appears to involve illegal activity i.e.

- child sexual abuse images
- adult material which potentially breaches the Obscene Publications Act
- racist material
- other criminal conduct, activity or materials

The DSL will pursue the appropriate authorities.

Reporting procedures:

Staff will

Follow the expectations of the academy and log concerns via CPOMS and follow the Safeguarding policy for urgent concerns.

Visitors to the site will

Follow the expectations of the academy and log concerns via a Cause for Concern sheet which can be found on reception.

Parents will

Inform their child's class teacher or the DSL of concerns using: firstname.lastname@avanti.org.uk

Students will:

Report to any trusted adult in the school, who will follow this policy guidance.

Appendices:

Appendix A
Avanti Gardens School E-SAFETY AUDIT

This self-audit should be completed by the member of the Senior Leadership Team (SLT) responsible for e-Safety policy.	**YES**
Date of latest update:	November 2020
Date of future review:	November 2021
The school e-Safety policy was agreed by Avanti Schools Trust on:	
The responsible member of the Senior Leadership Team is:	Sophie Barlow
The governor responsible for e-Safety are:	Sophie Barlow
The Designated Person for Child Protection is:	Sophie Barlow
The e-Safety Coordinator is:	Sophie Barlow
Were all stakeholders (e.g. pupils, staff and parents/carers) consulted with when updating the school e-Safety Policy?	**NO**
Has up-to-date e-Safety training been provided for all members of staff? (not just teaching staff)	**NO**
Do all members of staff sign an Acceptable Use Policy on appointment?	**NO**
Are all staff made aware of the schools expectation around safe and professional online behaviour?	**YES**
Is there a clear procedure for staff, pupils and parents/carer to follow when responding to or reporting an e-Safety incident of concern?	**YES**
Have e-Safety materials from CEOP, Childnet and UKCCIS etc. been obtained?	**YES**
Is e-Safety training provided for all pupils (appropriate to age and ability and across all Key Stages and curriculum areas)?	**YES**
Are e-Safety rules displayed in all rooms where computers are used and expressed in a form that is accessible to all pupils?	**NO**
Do parents/carers or pupils sign an Acceptable Use Policy?	**NO**
Are staff, pupils, parents/carers and visitors aware that network and Internet use is closely monitored and individual usage can be traced?	**YES**
Has an ICT security audit been initiated by SLT?	**NO**
Is personal data collected, stored and used according to the principles of the Data Protection Act?	**YES**
Is Internet access provided by an approved educational Internet service provider which complies with DfE requirements?	**YES**
Has the school filtering been designed to reflect educational objectives and been approved by HT?	**YES**
Are members of staff with responsibility for managing filtering, network access and monitoring systems adequately supervised by a member of SLT?	**YES**
Does the school log and record all e-Safety incidents, including any action taken?	**YES**
Are the Governing Body and SLT monitoring and evaluating the school e-Safety policy and ethos on a regular basis?	**YES**

Avanti Gardens SCHOOL
PUPIL ACCEPTABLE USE POLICY
These rules will help us to be fair to others and keep everyone safe. We expect all pupils to...

-Only use ICT in school for school purposes.

- Not tell other people my ICT passwords.

- Only open/delete my own files.

- Make sure that all ICT contact with other children and adults is responsible, polite and sensible.

-Not deliberately look for, save or send anything that could be unpleasant or nasty. I will tell my teacher immediately if I see something I don't like.

-Not give out my own details such as my name, phone number or home address. I will not arrange to meet someone unless this is part of a school project approved by my teacher and a responsible adult comes with me.

-Be responsible for my behaviour when using ICT because I know that these rules are to keep me safe.

-Support the school approach to online safety and not deliberately upload or add any images, video, sounds or text that could upset any member of the school community.

-Know that my use of ICT can be checked and that my parent/carer contacted if a member of school staff is concerned about my e-Safety.

STAFF/ GOVERNOR/VISITOR ACCEPTABLE USE POLICY AGREEMENT

All staff/Avanti Schools Trust/visitors are expected to sign this policy and adhere at all times to it's contents. Any concerns or clarification should be discussed the Principal.

-I will only use the school's email/Internet and any related technologies for professional purposes or for uses deemed 'reasonable' by the Principal or Governing Body.

- I will ensure that all electronic communications with pupils and staff are compatible with my professional role.

- I will not give out my own personal details, such as mobile phone number and personal e-mail address, to pupils.

-I will only use the approved, secure e-mail system(s) for any school business.

- I will ensure that personal data (such as data held on MIS software) is kept secure and is used appropriately, whether in school, taken off the school premises or accessed remotely.

- I will not install any hardware of software without permission of central team

- I will not browse, download, upload or distribute any material that could be considered offensive, illegal or discriminatory.

- Images of pupils and/or staff will only be taken, stored and used for professional purposes using school equipment in line with school policy and with written consent of the parent, carer or staff member. Images will not be distributed outside the school network without the permission of the parent/carer, member of staff or Principal.

- I understand that all my use of the Internet and other related technologies can be monitored and logged and can be made available, on request, to my Line Manager or Principal.

- I will support and promote the school's e-Safety, Data Protection, Anti-bullying and Behaviour policies and help pupils to be safe and responsible in their use of ICT and related technologies.

- I understand that if I fail to comply with this Acceptable Use Policy Agreement, I could be subject to disciplinary action.

_____

Staff / Governor / Visitor - Acceptable Use Agreement

I have read and understand the above and I agree to follow and to support

the safe and secure use of ICT throughout the school.

Name

Job Title

Signed   **Date:**

LEGAL FRAMEWORK

Protection of Children Act 1978

It is an offence to take, permit to be taken, make, possess, show, distribute or advertise indecent images of children in the United Kingdom. A child for these purposes is a anyone under the age of 18. Viewing an indecent image of a child on your computer means that you have made a digital image. An image of a child also covers pseudo-photographs (digitally collated or otherwise). A person convicted of such an offence may face up to 10 years in prison

Racial and Religious Hatred Act 2006

This Act makes it a criminal offence to threaten people because of their faith, or to stir up religious hatred by displaying, publishing or distributing written material which is threatening. Other laws already protect people from threats based on their race, nationality or ethnic background.

Criminal Justice Act 2003

Section 146 of the Criminal Justice Act 2003 came into effect in April 2005, empowering courts to impose tougher sentences for offences motivated or aggravated by the victim's sexual orientation in England and Wales.

Sexual Offences Act 2003

It is an offence to take, permit to be taken, make, possess, show, distribute or advertise indecent images of children in the United Kingdom. A child for these purposes is anyone under the age of 18. Viewing an indecent image of a child on your computer means that you have made a digital image. An image of a child also covers pseudo-photographs (digitally collated or otherwise). This can include images taken by and distributed by the child themselves (often referred to as "Sexting"). A person convicted of such an offence may face up to 10 years in prison.

The offence of grooming is committed if you are over 18 and have communicated with a child under 16 at least twice (including by phone or using the Internet) it is an offence to meet them or travel to meet them anywhere in the world with the intention of committing a sexual offence.

Causing a child under 16 to watch a sexual act is illegal, including looking at images such as videos, photos or webcams, for your own gratification.

It is also an offence for a person in a position of trust to engage in sexual activity with any person under 18, with whom they are in a position of trust. (Typically, teachers, social workers, health professionals, connexions staff etc. fall in this category of trust).

Any sexual intercourse with a child under the age of 13 commits the offence of rape.

N.B. Schools should have a copy of The Home Office "Children & Families: Safer from Sexual Crime" document as part of their child protection packs.

Communications Act 2003 (section 127)

Sending by means of the Internet a message or other matter that is grossly offensive or of an indecent, obscene or menacing character; or sending a false message by means of or persistently making use of the Internet for the purpose of causing annoyance, inconvenience or needless anxiety is guilty of an offence liable, on conviction, to imprisonment. This wording is important because an offence is complete as soon as the message has been sent: there is no need to prove any intent or purpose.

Data Protection Act 1998

This protects the rights and privacy of individual's data. To comply with the law, information about individuals must be collected and used fairly, stored safely and securely and not disclosed to any third party unlawfully. The Act states that person data must be:

- Fairly and lawfully processed
- Processed for limited purposes
- Adequate, relevant and not excessive
- Accurate
-Not kept longer than necessary
- Processed in accordance with the data subject's rights

- Secure
- Not transferred to other countries without adequate protection

The Computer Misuse Act 1990 (sections 1 - 3)

This Act makes it an offence to:

- Erase or amend data or programs without authority;
- Obtain unauthorised access to a computer;
- "Eavesdrop" on a computer;
- Make unauthorised use of computer time or facilities;
- Maliciously corrupt or erase data or programs;
- Deny access to authorised users.

UK citizens or residents may be extradited to another country if they are suspected of committing any of the above offences.

Malicious Communications Act 1988 (section 1)

This legislation makes it a criminal offence to send an electronic message (email) that conveys indecent, grossly offensive, threatening material or information that is false; or is of an indecent or grossly offensive nature if the purpose was to cause a recipient to suffer distress or anxiety.

Copyright, Design and Patents Act 1988

Copyright is the right to prevent others from copying or using his or her "work" without permission. The material to which copyright may attach (known in the business as "work") must be the author's own creation and the result of some skill and judgement. It comes about when an individual expresses an idea in a tangible form. Works such as text, music, sound, film and programs all qualify for copyright protection. The author of the work is usually the copyright owner, but if it was created during the course of employment it belongs to the employer.

It is an infringement of copyright to copy all or a substantial part of anyone's work without obtaining the author's permission. Usually a licence associated with the work will allow a user to copy or use it for limited purposes. It is advisable always to read the terms of a licence before you copy or use someone else's material. It is also illegal to adapt or use software without a licence or in ways prohibited by the terms of the software licence.

Trade Marks Act 1994

This provides protection for Registered Trade Marks, which can be any symbol (words, shapes or images) that are associated with a particular set of goods or services. Registered Trade Marks must not be used without permission. This can also arise from using a Mark that is confusingly similar to an existing Mark.

Public Order Act 1986 (sections 17 — 29)

This Act makes it a criminal offence to stir up racial hatred by displaying, publishing or distributing written material which is threatening. Like the Racial and Religious Hatred Act 2006 it also makes the possession of inflammatory material with a view of releasing it a criminal offence.

Obscene Publications Act 1959 and 1964

Publishing an "obscene" article is a criminal offence. Publishing includes electronic transmission.

Protection from Harassment Act 1997

A person must not pursue a course of conduct, which amounts to harassment of another, and which he knows or ought to know amounts to harassment of the other. A person whose course of conduct causes another to fear, on at least two occasions, that violence will be used against him is guilty of an offence if he knows or ought to know that his course of conduct will cause the other so to fear on each of those occasions.

Freedom of Information Act 2000

The Freedom of Information Act gives individuals the right to request information held by public authorities. All public authorities and companies wholly owned by public authorities have obligations under the Freedom of Information Act. When responding to requests, they have to follow a number of set procedures.

Regulation of Investigatory Powers Act 2000

It is an offence for any person to intentionally and without lawful authority intercept any communication. Monitoring or keeping a record of any form of electronic communications is permitted, in order to:

- Establish the facts;
- Ascertain compliance with regulatory or self-regulatory practices or procedures;
- Demonstrate standards, which are or ought to be achieved by persons using the system;
- Investigate or detect unauthorised use of the communications system;
- Prevent or detect crime or in the interests of national security;
- Ensure the effective operation of the system.
- Monitoring but not recording is also permissible in order to:
- Ascertain whether the communication is business or personal;
- Protect or support help line staff.
- The school reserves the right to monitor its systems and communications in line with its rights under this act.

Criminal Justice and Immigration Act 2008

Section 63 offence to possess "extreme pornographic image"
63 (6) must be "grossly offensive, disgusting or otherwise obscene"
63 (7) this includes images of "threats to a person life or injury to anus, breasts or genitals, sexual acts with a corpse or animal whether alive or dead" must also be "explicit and realistic". Penalties can be up to 3 years imprisonment.

Education and Inspections Act 2006

Education and Inspections Act 2006 outlines legal powers for schools which relate to Cyberbullying/ Bullying:

- Principals have the power "to such an extent as is reasonable" to regulate the conduct of pupils off site.
- School staff are able to confiscate items such as mobile phones etc. when they are being used to cause a disturbance in class or otherwise contravene the school behaviour/anti-bullying policy.

Telecommunications Act 1984

It is an offence to send a message or other matter that is grossly offensive or of an indecent, obscene or menacing character. It is also an offence to send a message that is intended to cause annoyance, inconvenience or needless anxiety to another that the sender knows to be false.

Criminal Justice & Public Order Act 1994

This defines a criminal offence of intentional harassment, which covers all forms of harassment, including sexual. A person is guilty of an offence if, with intent to cause a person harassment, alarm or distress, they:

- Use threatening, abusive or insulting words or behaviour, or disorderly behaviour; or
- Display any writing, sign or other visible representation, which is threatening, abusive or insulting, thereby causing that or another person harassment, alarm or distress.

Human Rights Act 1998

This does not deal with any particular issue specifically or any discrete subject area within the law. It is a type of "higher law", affecting all other laws. In the school context, human rights to be aware of include:

- The right to a fair trial.
- The right to respect for private and family life, home and correspondence.
- Freedom of thought, conscience and religion.
- Freedom of expression.
- Freedom of assembly.

- Prohibition of discrimination.
- The right to education.

These rights are not absolute. The school is obliged to respect these rights and freedoms, balancing them against those rights, duties and obligations, which arise from other relevant legislation.

Addendum September '20:

Dear parents/carers

Our schools have made an excellent start to the new school year however, there is still a great deal of uncertainty as to whether the academic year will be interrupted by further COVID-19 outbreaks. Principals and other senior leaders are therefore having to plan for a range of eventualities that will likely involve the need, should we enter a period of prolonged lockdown, for high-quality remote learning provision. I am therefore contacting you to let you know how we are preparing for such an eventuality.

COVID 19 and online learning

From now on our remote learning provision will focus on three core areas:

Should any of our schools enter a prolonged period of COVID-19 lockdown we will ensure that:

Content

Lesson contents will be uploaded to each school's website and linked or signposted towards the existing SOW and POS for each class or subject.

•Uploaded content will make use of existing technology to support retrieval practice and self-quizzing that might help pupils retain key ideas and knowledge

•Content uploaded will include some 'interactive' sessions using online resources and programmes such a Kahoot, and BBC Bitesize

Teaching

•All students will have access to several hours of 'live learning' each week

•All students will have access to high quality recorded lessons (e.g. Avanti Summer School, Oak National Academy)

Assessment

•Students will receive regular feedback from class and subject teachers via Microsoft Teams/Google Classrooms.

•Students will be provided with at least two 'instant feedback' opportunities via online programmes.

Parental feedback

•Lesson contents will be uploaded to each school's website and linked or signposted towards the existing SOW and POS for each class or subject.

•Uploaded content will make use of existing technology to support retrieval practice and self-quizzing that might help pupils retain key ideas and knowledge

•Content uploaded will include some 'interactive' sessions using online resources and programmes such a Kahoot, and BBC Bitesize

•All students will have access to several hours of 'live learning' each week

•All students will have access to high quality recorded lessons (e.g. Avanti Summer School, Oak National Academy)

•Students will receive regular feedback from class and subject teachers via Microsoft Teams/Google Classrooms.

•Students will be provided with at least two 'instant feedback' opportunities via online programmes.

We would welcome any feedback on what we are proposing together with any comments or suggestions as to how we might improve our online learning provision. To take part in this feedback simply click on the link below.

https://forms.office.com/Pages/ResponsePage.aspx?id=7vqHHEfMJUKRxYa41u3SDeZF-RSvoFdAo5X6S5ZH86lUQUdRSlRERDczUDlMWkpRUEsyODNVSEs4SC4u

These remain challenging times for us all and in particular for our students who, however, continue to exhibit admirable resolve and resilience. Our staff greatly appreciate the support they regularly receive from parents and it is our desire to continue to work with you to ensure that we can offer the highest level of quality education that our young people deserve – be they in the classroom or, as may happen more frequently than we would like, working from home.

Addendum November '20:

A reminder to staff that:

teachers will report concerns on CPOMS;

Matthew will report concerns of staff use of google classrooms to the principal

Parents will remain in the room whilst children are on calls using a speaker rather than headphones;

Staff will have a blank background whilst showing video.

Use of social media- protecting yourself.

Staff are not permitted to provide their own private email, phone or accept students as friends on social media platforms. In the event that you are friends online with a parent please restrict their access to your media accounts and monitor closely what they are able to see.

Should you have any concerns regarding online learning and keeping children safe please access the free training in the link below:

https://learning.nspcc.org.uk/news/2020/march/undertaking-remote-teaching-safely