



Blue Sky Learning

Online Safety Policy

Approved by: Kirsty Burridge
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1. Policy Statement

Blue Sky Learning is committed to safeguarding and promoting the welfare of all learners, including when accessing digital technologies and online environments.

We recognise that technology plays an important role in education, communication and personal development. We also recognise that online activity can present risks, including exposure to inappropriate content, cyberbullying, exploitation, harmful influences and breaches of privacy.

Online safety is a safeguarding issue and forms part of our wider commitment to keeping learners safe, both within and beyond the provision.

2. Legislation and Guidance

This policy is informed by:

- Keeping Children Safe in Education (KCSIE)
- Working Together to Safeguard Children
- Education Act 2002
- Children Act 1989 and 2004
- Data Protection Act 2018
- UK GDPR
- Prevent Duty Guidance
- UK Council for Internet Safety (UKCIS) Guidance

This policy should be read alongside:

- Safeguarding and Child Protection Policy
- Staff Code of Conduct
- Email, Internet and Digital Communication Policy
- Social Media Policy
- Data Protection Policy
- PSHE Policy
- Relational Behaviour Policy

3. Aims

Blue Sky Learning aims to:

- Safeguard learners from online harm.
- Promote safe, responsible and respectful use of technology.
- Educate learners about online risks and digital citizenship.
- Support learners to make informed decisions online.
- Prevent cyberbullying and online abuse.
- Ensure staff understand their safeguarding responsibilities.
- Maintain appropriate filtering and monitoring arrangements.

4. Roles and Responsibilities

Headteacher

The Headteacher is responsible for:

- Ensuring appropriate online safety arrangements are in place.
- Monitoring the effectiveness of online safety procedures.
- Ensuring OpenDNS filtering arrangements remain appropriate and effective.
- Ensuring staff receive appropriate training.
- Responding to serious online safety concerns.

Designated Safeguarding Lead (DSL)

The DSL is responsible for:

- Leading on safeguarding aspects of online safety.
- Supporting staff in responding to concerns.
- Managing referrals where necessary.
- Monitoring emerging online safety risks.
- Working with families and external agencies where appropriate.

Staff

All staff are responsible for:

- Promoting safe online behaviour.
- Maintaining professional boundaries online.
- Following acceptable use expectations.
- Reporting online safety concerns immediately.
- Supporting learners to stay safe online.

Learners

Learners are expected to:

- Use technology safely and responsibly.
- Respect others online.
- Report concerns, inappropriate content or unsafe behaviour.
- Follow staff instructions regarding technology use.

5. Online Safety Education

Online safety education is delivered through:

- PSHE lessons.
- Personal development activities.
- Everyday learning opportunities.
- Safeguarding discussions.
- Individual interventions where appropriate.

Learning is informed by the PSHE Association Programme of Study and includes:

- Cyberbullying.
- Online relationships.
- Social media use.
- Privacy and personal information.
- Online scams and fraud.
- Harmful online content.
- Misinformation and disinformation.
- Gaming and online communities.
- Online exploitation.
- Healthy use of technology.

Online safety education will be age, stage and needs appropriate.

6. Filtering and Monitoring

Blue Sky Learning takes reasonable and proportionate steps to protect learners from harmful, inappropriate or illegal online content through appropriate filtering and monitoring arrangements.

The provision uses OpenDNS to support the filtering of internet content and reduce access to websites and online material that may present a safeguarding risk.

Filtering and monitoring arrangements are designed to:

- Protect learners from harmful online content.
- Support safeguarding and wellbeing.
- Reduce exposure to inappropriate, illegal or extremist material.
- Promote safe and responsible internet use.

Filtering and monitoring systems are reviewed regularly to ensure they remain effective, age-appropriate and suitable for the needs of learners attending Blue Sky Learning.

Staff remain responsible for active supervision, professional judgement and safeguarding oversight when learners are accessing online content.

Filtering and monitoring systems do not replace effective safeguarding practice, risk assessment or professional judgement.

7. Online Risks

Staff will remain vigilant regarding online risks, including:

- Cyberbullying.
- Child sexual exploitation (CSE).
- Child criminal exploitation (CCE).
- Online grooming.
- Radicalisation and extremism.
- Harmful sexual behaviour.
- Sharing of nude or semi-nude images.
- Online abuse and harassment.
- Fraud, scams and financial exploitation.
- Exposure to harmful or inappropriate content.

Any concerns will be managed in accordance with safeguarding procedures.

8. Cyberbullying

Cyberbullying is not tolerated.

Concerns relating to cyberbullying will be investigated promptly and managed in accordance with the Anti-Bullying Policy, Relational Behaviour Policy and Safeguarding and Child Protection Policy.

Appropriate support will be provided to those affected.

9. Use of Devices

Blue Sky Learning provides staff with work devices, including work mobile phones, for professional use.

Internet access provided by Blue Sky Learning is subject to filtering and monitoring arrangements, including OpenDNS, to support learner safety and safeguarding.

Staff must:

- Use work devices appropriately.
- Follow data protection requirements.
- Maintain professional boundaries.
- Use authorised systems for communication.

Staff must not:

- Communicate with learners through personal social media accounts.
- Use personal devices to store learner information.
- Use personal devices to photograph or record learners.

Learner use of devices may be restricted, supervised or adapted according to individual needs, risk assessments and safeguarding considerations.

10. Social Media and Professional Conduct

Staff must maintain appropriate professional boundaries online at all times.

Staff must not:

- Accept social media requests from current learners.
- Communicate privately with learners through personal accounts.
- Share confidential information online.
- Post content that may bring Blue Sky Learning into disrepute.

Further guidance is contained within the Social Media Policy and Staff Code of Conduct.

11. Responding to Online Safety Concerns

Any online safety concern must be reported immediately to the DSL or Deputy DSL.

Concerns may include:

- Inappropriate online content.
- Cyberbullying.
- Online exploitation.
- Radicalisation concerns.
- Sharing of indecent images.
- Online harassment or abuse.
- Breaches of data protection.

Staff will:

- Record concerns accurately.
- Preserve evidence where appropriate.
- Follow safeguarding procedures.
- Seek support from external agencies where necessary.

Serious incidents may require referral to Children's Social Care, Police, Prevent partners or other specialist services.

12. Working with Parents and Carers

Blue Sky Learning recognises the importance of partnership working in promoting online safety.

Where appropriate, the provision will:

- Share online safety information and guidance.
- Discuss concerns with parents and carers.
- Support families to manage online risks.
- Signpost families to additional support services.

13. Data Protection and Confidentiality

All online activity involving learner information must comply with:

- Data Protection Act 2018.
- UK GDPR.
- Blue Sky Learning Data Protection Policy.

Personal information must only be accessed, used and shared where there is a lawful basis to do so.

14. Monitoring and Review

The Headteacher and DSL will monitor the effectiveness of this policy, online safety incidents and emerging risks.

This policy will be reviewed annually or sooner if legislation, guidance or organisational requirements change.