Safely using digital devices and social media
A guide for pupils and parents & carers

This document collects together all the policies which are used to promote, teach and safeguard when using electronic devices (such as smart watches, mobile phones and tables) and social media apps for all pupils at Bourne Alliance MAT. This also includes the acceptable use policy for parents and carers which sets out how parents and carers should communicate with the school.

Updated: February 2023

Dear Parents and Carers

All pupils use technology as an essential part of learning, as required by the National Curriculum, as well as on occasions where a child may be well but unable to attend school due to infectious illnesses (or when directed by local or national government).

Whilst we recognise the essential and important contribution, there are potential risks involved when using technology and therefore have developed our **Online safety** policy (on the Trust website as part of the schools safeguarding measures. This document which contains the Acceptable Use, safe use of electronic devices and social media and apps policies.

The Trust takes our responsibility towards your child's online safety very seriously and as such we ensure that pupils are educated about safe use of technology and take all reasonable precautions to ensure that they are as safe as possible when using school equipment. In order to support the school in developing your child's knowledge and understanding about online safety, we request that you read the Acceptable Use Policy information in this guide with your child, and that you then follow the link on the email to confirm.

The information is in 2 sections, depending on the age and understanding of your child, so please share the appropriate section with your child and discuss it together. Hopefully, you will also find this information provides you with an opportunity for conversations between you and your child about safe and appropriate use of technology, both at school and at home.

Please support the Trust and schools' approach to online safety by role modelling safe and positive online behaviour at home, including appropriately using online channels to communicate with the school and other parents. Please discussion online safety with your child/ren whenever they access technology at home. Please use the other policies in this document to be able to discuss, when appropriate, with your children how they should safely use devices, social media, games and apps. This is the world that our children now live in and we have to consistently reinforce messages about being safe.

The Trust and school websites have more information about the Trust approach to online safety as well as to access useful links to support both you and your child keep safe online at home. You may want to visit www.thinkuknow.co.uk/parents and www.childnet.com/kia/parents for more information about keeping children safe online.

Should you wish to discuss the matter further, please do not hesitate to contact your child's Teacher.

Yours faithfully

Mrs D Browning

Bourne Alliance Academy Trust CEO

A guide for children

How to be safe online

Your parents/carers will talk this through with you to help you stay safe online.

EYFS and Key Stage 1 (years R to 2)

- I will ask an adult before I can use a computer or device
- I only use the internet when an adult is with me
- I only click on links and buttons online when I know what they do
- I only send messages online which are kind and friendly and will not make someone feel sad
- I know that sending an unkind message online is the same as **saying** something unkind to someone
- I always tell an adult if something online makes me feel unhappy or worried
- I know that some people on the internet are not who they say they are, and some people can be unkind
- I won't share my name, where I live, age and passwords with anyone other than my family and I will tell an adult if someone asks me
- I won't look for or show other people things to make them upset

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I know that sending an unkind message online is the same as **saying** something unkind to someone.

I always tell an adult if something online makes me feel unhappy or worried.

I know that some people on the internet are not who they say they are, and some people can be unkind.

I will not share my name, where I live, my age or my passwords with anyone other than my family and I will tell an adult if someone asks me.

I will not look for or show other people things to make them upset.

Key Stage 2 (years 3-6)

Safe at home and at school

- I only send messages which are polite, friendly and not intended to make someone feel unhappy. I know that sending a message is the same as having a conversation with someone. I will not be rude or hurt someone's feelings online
- I will only post or share pictures or videos on the internet if they are appropriate, and if I have been given permission by the person who is in them. This includes apps such as FlipGrid or any apps I use at home
- If I get unpleasant, rude or bullying emails or messages, I will report them to a teacher or other adult. I will not delete them straight away, but instead, keep them so I can show them to the person I am reporting it to
- I only talk with and open messages from people I know
- I will only click on links if I know they are safe
- I know that people I meet online may not always be who they say they are. If someone online suggests meeting up, I will immediately talk to a safe and trusted adult
- I will not share my school name, my own address, age, telephone number or pictures of myself with anyone I talk to online without permission from a trusted adult
- If I am using a webcam I will make sure that the background is blurred and I know the person I am talking to is from school, a personal friend or my family

Trust

- I know that not everything or everyone online is honest or truthful
- I will check content on other sources such as websites or games I want to play with a trusted adult
- I always credit the person or source that created any work, image or text I use

Responsible

- I will always be myself and not pretend to be anyone or anything I am not. I know that posting anonymous messages or pretending to be someone else is not allowed
- I know that being responsible online also means that I follow these rules when I am gaming or using social media apps
- I always ask permission from an adult before using the internet
- I only use websites and search engines that my teacher has chosen
- I know that being responsible means that I should not look for bad language, inappropriate images or violent or unsuitable games, and that if I accidently come across any of these I should report it to an adult
- I use school computers for school work, unless I have permission otherwise
- I will treat my password like my toothbrush! This means I will not share it with anyone (even my best friend), and I will log off when I have finished using the computer or device
- I will be responsible with any device I am using, by taking care of it and not eating or drinking when using it
- I will not access or change other people's files or information. I will always check before I download anything. I know that information on the internet may not be reliable and it sometimes needs checking
- I will only change the settings on a computer at school if a teacher has allowed me to

Understand

- I understand that the school internet filter is there to protect me, and I will not try to bypass it
- I know that my teachers will check how I am accessing my school work and any apps I am asked to use when I am learning from home
- I know that I am not allowed on personal email, social networking sites or instant messaging

in school
- I know that if I break the rules, then I may not be able to use the internet at school
- I know that my use of school devices and internet access will be monitored
- I can visit www.thinkuknow.co.uk and www.childline.org.uk to learn more about being safe online

Tell
- If I am aware of anyone being unsafe with technology, I will report it to a teacher
- I always talk to a safe/trusted adult if I'm not sure about something or if something happens that makes me feel worried or frightened when online playing games, using websites or other apps
- If I see anything online that I shouldn't or that makes me feel worried or upset then I will minimise the page and tell an adult straight away

Bringing a mobile phone, smart watch or tablet to school

Some older children walk to school and therefore bring a mobile phone in case of emergencies. In this instance, the phone must then be switched off and handed to the teacher on the door, or at the start of the school day. The phone will then be kept in the school office or locked in the classroom cupboard until the end of the school day.

Mobile phones cannot be taken on school trips. The adults on the trip have a mobile phone to use in case of emergency.

No mobile phones can be taken on residential visits/overnight stays in school. Should parents need to be contacted, the adults will do this through the school office.

If a pupil if found to be using a device, or in possession of a device, this will be taken from them by a school adult and returned to the parent or carer at the end of the school day/trip/residential.

Pupils are not allowed to take photos or video footage with a mobile or smart watch, or accessing social media apps whilst on the school site. If this is seen, reported or shared, this is taken very seriously and will be tackled in line with the school's behaviour policy/Positive Behaviour handbook and may lead to an online safety plan. The phone/device will be removed and returned only to the parent or carer. Any photos or video of other children will be removed by the child in front of their parent with supervision by the member of staff.

The schools take bullying, derogatory language, discrimination and harassment very seriously, whether this is face to face, or online. To prevent other children accessing a personal device, pupils must use a pin or password which they only share with their parents/carers.

Smart watches can be worn at school ONLY if they do not connect to the internet and are unable to take photos. Any device not meeting these criteria will be taken by the teacher, held securely and then returned to the parent or carer at the end of the day. Any child who is causing a distraction with their wearable technology during lesson time will have it confiscated and held securely until the end of the day. Any smart watch MUST be removed for PE and sports clubs/activities.

School devices

During the school day, pupils often use technology in their learning. Pupils can only use devices when given permission by their class teachers and they will be supervised at all times to ensure everyone is using safe online behaviour.

A guide for parents & carers

Use of mobile phones by parents whilst on the school site

We kindly ask parents and carers to adhere to this policy if they are on the school site during the school day.

- Please do not take pictures or recordings of pupils, unless it's a public event (such as a school fair) and please keep any photographs or recordings for personal use only
- Do not post pictures or videos including other children on social media since not all children have parental permissions to have their images/names shared on social media.
- Should you need to use your mobile phone or smart watch to make/receive a call or message – please do this away from any children such as in the main reception area
- Please use the school office as the first point of contact should you need to get in touch with a member of staff about your child during the day

Parents using online channels to communicate with the school and each other

Online channels are an important way for parents/carers to communicate with, or about, our school. The Trust uses the following channels:

- Our official Facebook page for each school
- Email/text groups for parents (for school announcements and information)
- Microsoft Teams to interact with children with remote education
- Twitter

Parents/carers have also set up independent channels to help them stay on top of what's happening in their child's class. For example, class/year Facebook groups, email groups, or chats (through apps such as WhatsApp). We kindly ask that when communicating with the school/about the school that you are:

- Respectful towards members of staff, and the school, at all times
- Respectful of other parents/carers and children
- Bobbing & Iwade parents: **Do not use the class email address to communicate with the class teacher**. This email address should only be used when your child may be learning at home – see the remote education policy. If you have a concern you wish to discuss with the class teacher, please make an appointment to come and talk to them. The class email address is only checked when the teacher has children in the class who are learning from home
- Direct any complaints or concerns through the school's official channels, so they can be dealt with in line with the school's complaints procedure
- That you do not use private groups, the school's Facebook page, or personal social media to complain about or criticise the school or members of staff (either by name or through implication). This is not constructive and the school can't improve or address issues if they aren't raised in an appropriate way.
- That you do not use private groups, the school's Facebook page, personal social media or direct messaging to complain about, or try to resolve, a behaviour issue involving other pupils. We ask that you contact the school and speak to the appropriate member of staff so the school can address this
- That you do not use private groups, school Facebook page or personal social media (such as class WhatsApp groups or direct messaging) to complain about or criticise a pupil in the class. You must not name pupils since this is a safeguarding risk. We ask that you contact the school and speak to the appropriate member of staff so the school can address this
- Upload or share photos or videos on social media of any child other than your own, unless you have the permission of the other children's parents/carers

Communicating with teachers

Should you need to contact your child's teacher, please contact the school office in the first instance. They will be able to arrange a time for you to speak to the teacher.

Bobbing/Iwade: Staff can communicate with parents via their class email address, but they only access this account during the school day to support their workload and work-life balance.

Pupils bringing mobile phones to school

The use of mobile phones is prevalent; 53% of young people aged 5-16 years own a mobile phone by the age of 7 years, with 90% by the age of 11.

The sending of abusive or inappropriate messages or content via mobile phones or personal devices is forbidden by any member of the community; any breaches will be dealt with in line with our **anti-bullying** and **behaviour policies** which are part of the Positive Behaviour Principles handbook.

Mobile phones are not permitted in school unless the child walks to or from school on their own. If this is the case, the phone must be switched off and handed to the School Office (Aspire) or the teacher either on the door in the morning or their class teacher at the beginning of the day. The phone will be kept in the school office and collected by the child at the end of the school day.

Should Parents/Carers need to contact pupils in an emergency, or vice versa, this should be done following the usual school procedures via the school offices.

In addition, mobile phones/recording equipment are not to be used by pupils during educational visits. This includes phone calls/texts to parents/guardians. No child will be allowed to take a mobile phone on a residential visit. In the event that a pupil needs to contact home, this will be arranged through the lead teacher on the visit via the school office.

Where a pupil is found by a member of staff or another child to be using, or in the possession of a mobile phone or other device, it will be taken from the child and returned ONLY to the parent, guardian or carer. Please refer to our **searching, screening & confiscation policy**, available on the Trust website which also gives details of search processes which may be used, both for the physical item and the any details, photographs or data held on it.

If a pupil is found taking photographs or video footage with a mobile phone of either other pupils or staff, this will be regarded as a serious offence and disciplinary action will be taken according to the school's Positive Behaviour Principles Handbook (containing behaviour and antibullying policies). This phone will be taken from the child and returned ONLY to the parent, guardian or carer. If images of other pupils or staff have been taken, the phone will not be returned to the pupil until the images have been removed by the pupil in the presence of a teacher and Parent, Guardian or Carer. The child's Parents, Guardian or Carer will be contacted and asked to discuss the matter with the Head of School/Head teacher.

Schools are permitted to confiscate phones from pupils under sections 91 and 94 of the Education and Inspections Act 2006.

Certain types of conduct, bullying or harassment can be classified as criminal conduct. The school takes such conduct extremely seriously, and will involve the police or other agencies as appropriate. In these instances, the staff follow the guidance in the **Child Protection and safeguarding policy**. See also Keeping Children Safe in Education.

- Pupils must secure their phones as much as possible, including using passwords or pin codes to protect access to the phone's functions.
- The school accepts no responsibility for mobile phones or mobile devices that are lost,

damaged or stolen on school premises or transport, during school visits or trips, or while pupils are travelling to and from school.

- Confiscated phones will be stored in the school office or held in a locked cupboard in the classroom during the day. Any lost phone should be returned to the school office so that we can attempt to contact the owner.

Smart watches and fitness trackers (wearable technology)

An increasing number of children are wearing smart watches to school. These can be useful in prompting activity, but can also pose a safeguarding risk or distraction in class.

- Wearable technology may NOT be used to take photos or videos of children by school staff, visitors, volunteers or children
- Children may only wear smart watches and fitness trackers that cannot connect to the internet, nor take photos. Any device not meeting these criteria will be taken by the teacher, held securely and then returned to the parent or carer at the end of the day
- Any child causing a distraction with their wearable technology during lesson time will have the item confiscated and held securely until the end of the day
- We support the Association for Physical Education view that normal practice for fitness trackers/watches which monitor activity is that they are removed for PE and sports clubs and activities.

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What you need to know about...
FITNESS TRACKERS

What are they?

'Fitness Trackers'

A fitness tracker is a wrist-worn device that can measure your level of physical activity during the day. Each fitness tracker focuses on different things but in general, they tend to count steps taken, record sleep patterns and enable activity goals. They can also monitor heart rate, running distance and more. The first fitness tracker was created by Garmin in 2016 but Fitbit popularised fitness trackers for children by introducing the Fitbit Ace in 2018. Now they can be synched to children's smartphones and used to make physical activity fun for children by giving out virtual badges or encouraging family challenges.

Advantages

Increase physical activity

Studies have shown that tracking physical activities can motivate people to change their behaviour. Your child can be motivated through virtual prizes, and online badges. They can set realistic goals for themselves and take part in physical challenges. All of this promotes positive behaviour in children.

Health tracking

Fitness trackers can be a good way for you to understand your child's lifestyle and can help you to encourage them to become more physically active if you have any concerns. It can also help you to monitor sleep patterns if you don't think your child is getting enough good sleep through the night.

Healthy motivation

Children may feel encouraged by looking at their data and keeping track of their progress. Children can also share their performance with their friends on social media and, just like how video games would log the scores of the highest players, trackers can provide the same level of motivation.

Spread kindness

The UNICEF Kid Power Band encourages compassion by encouraging children to earn their steps which can be converted to points which is then used to provide food to malnourished children in the world.

Disadvantages

Unhealthy obsession

Just as much as fitness trackers can help stimulate exercise, they can also lead to children becoming obsessed with tracking themselves. Fitness trackers can cause an unhealthy focus on weight for example and instead of making exercising fun, it can lead to stress and lower self-esteem.

Demotivating

Children can lose the motivation to exercise if targets are set too high and they have unrealistic expectations. Not being able to meet their goals can result in children viewing fitness as a chore and giving up, so it's important to always try and make exercise as fun as possible.

Data and privacy leaks

Fitness trackers hold a large amount of information on our children. For example, their name, date of birth, location, sleep pattern and more. There are numerous companies who offer fitness tracking devices so it's important to research companies well before purchasing in order to ensure your child's data will be kept secure and well protected.

Chat to strangers

Most fitness trackers enable wearers to join online communities to share in fitness goals and challenges. These also allow users to add people as friends and chat privately, similar to social media, therefore potentially opening children up to talk to strangers and people they don't know.

Safety Tips

Implement parental controls

Be sure that the fitness tracker for your child comes with parental control features so you can prevent your child from accessing unwanted sites or being contacted by strangers for a fitness challenge.

Read the privacy small print

You might be thinking, why would someone want my child's sleep pattern or want to know how many steps they're taking during the day? Keep in mind that big companies like Google and Facebook make millions through people's data. Always read the privacy policy and if you don't like how the company is going to share your child's data, don't buy it.

Discuss fitness with your child

Have regular conversations with your child about how they feel about wearing a fitness tracker. Talk to them about the pros and cons and, if they are conscious about their weight, that fitness trackers can be used to help motivate them but shouldn't take the enjoyment out of exercise. Help to build their self-worth and improve their confidence in being happy with they way they look and feel about themselves.

Our Expert
Parven Kaur

Parven Kaur is social media expert and digital media consultant who is passionate about improving digital literacy for parents and children. She has extensive experience in the social media arena and is the founder of Kids N Clicks; a web resource that helps parents and children thrive in a digital world.

Pupils using school electronic devices at school

Pupils often use devices in their learning – such as laptops and tablets. To ensure that children are displaying safe online behaviour they can only use devices when given permission by their class teachers and they will be supervised at all times.

Pupils with new devices at home

Some children are fortunate to get a laptop, mobile phone or tablet to use at home. We recommend parents and carers use this advice from National Online Safety to support how these are setup to help children remain safe online

National Online Safety resources to support online safety discussions at home

Use the National Online Safety portal National Online Safety which the schools subscribe to and have a look at the training sessions which are offered. They offer a range of videos which can help to upskill parents in our children's digital world. Please contact the school office and we can send you a link to join.

They also have some platform/game/app specific guides for parents. As part of #wakeupwednesday the school will send one of these out each week. Please discuss these when they are relevant with your children – open conversations about being safe online are really important!

Online safety in the curriculum

- Online safety and the safe use of apps and social media is continually promoted with all pupils both when in school or learning remotely
- The Trust is a member of National Online Safety and shares information with parents and carers each week on #wakeupwednesday on the safe use of apps, games and social media
- Staff will help children to develop a responsible attitude to safety online, system use and to the content they access or create by:
    - Promoting online safety principles as part of the curriculum in any lesson which uses or references online use as well as reinforcing safe behaviour whenever technology is used on site
    - creating a safe environment where children feel comfortable to say what they feel, without fear of getting into trouble and/or be judged for talking about something which happened to them online
    - involving the Designated Safeguarding Lead (DSL) team as part of planning online safety lessons or activities to ensure support is in place for any learners who may be impacted by the content, or for vulnerable learners there are concerns about (in line with the online safety policy)
    - make informed decisions to ensure any online resources used with learners is appropriate.

See also the **online safety** policy.

Helping to keep your children safe online at home when accessing social media, video and gaming platforms

Social media apps, video streaming platforms and games (such as Tiktok, Youtube, Minecraft and Roblox) are very popular with primary aged children. Many of our Key Stage 2 children are accessing social media apps and games them from a range of devices including smartphones, tablets, and games consoles. Some Key Stage 1 children sit with older siblings or other members of the family and watch them gaming, or video streaming so can be exposed to inappropriate content and language.

But social media, like all forms of public communication, comes with some risks. Not all of these risks turn into actual problems; and if children never face any risks, they never learn how to deal with them. By helping your child understand what the risks are, you can play a big part in preventing them from turning into problems. Any access by children on apps can expose them to risk, even our younger children.

Understand the risks children may need to deal with
What they might see or do:

- Seeing or sharing of violent, sexual and pornographic content
- Inaccurate or false information and extreme views
- Promotion of harmful behaviours including self-harm, anorexia and suicide

- Over-sharing of personal information
- Actively or unintentionally getting involved in bullying or hurtful behaviour

Who they might meet
- People who might bully, intimidate or frighten
- People posing behind fake profiles for:
  - Mischief-making
  - Sexual grooming and stalking
  - Blackmail and extortion
  - Identity theft and hacking

How this could affect them
- Fear of missing out leading to excessive use or exaggeration
- Getting upset by things they have seen and being uncertain about what to do
- Engaging, or being pressured into engaging in more risky behaviour either by accident or by design
- Developing unrealistic, and perhaps depressing ideals of body image and gender
- Becoming subject to peer pressure or interactions that are intense or too difficult to handle
- Creating an online reputation that may create problems for them in the future

Particular concerns for SEND children
Children with SEND are more likely than their peers to experience online issues such as cyberbullying, online grooming and exploitation, as well as limited internet use which restricts their experience further. Some children are confused or frustrated by the use of abstract language and slang terms which can contribute further still to their misunderstanding.

For example:

- What does the term 'online predator' mean to a child with SEND? Is it a dangerous person or a wild animal?
- Is an online contact still a stranger if you know their name or they send a 'friend request'?
- If you must never share personal information online, how do you tell online shops where to deliver your orders?

That there are usually exceptions to rules which can sometimes be difficult for children with SEND to accept; ensure the 'rules' you provide are clear, consistent and not left open to interpretation. For example a child who finds it difficult to understand abstract meaning may not be able to interpret hidden messages or metaphors in many popular video resources. Consider instead of saying: "Don't share personal information online", saying instead: "Always ask your trusted adult, before sharing personal information online".

Practical tips to help minimise the risks your child might face
It's good practice for apps and websites to have safety advice and well-designed safety features which can make a real difference to how safe your child will be when using them. Work through safety and privacy features on the apps that your child is using, or might use. Make sure they understand the point of these and how to use them.

- Don't be put off by believing your child knows more than you: the tools are actually quite easy to manage.
- Ask them to show you which social media apps they use and what they like about them. Talk about how they use them and what makes them so engaging
- As your children get older, have conversations which encourage them to critically identify content which could be harmful or dangerous. It's vital that children have a safe and open

space to ask questions without fear
- Explain how you can use privacy settings to make sure only approved friends can see posts & images
- Check if any of their apps have 'geo-location' enabled, sharing their location unintentionally
- Show them how to report offensive comments or block people who upset them
- Check 'tagging' settings so that when others are posting or sharing photos online, your child's identity is not revealed. Also, get people's consent before sharing photos
- Encourage your child to come and talk to you if they see anything that upsets them and just keep talking to them in an age appropriate way

Keep talking and stay involved

In a mobile age, children can't be completely protected, even by the best privacy controls; another child may use different settings. So it's important to keep talking to your child about the implications of social media. Getting a sense of what they think is a useful place to start; you may be surprised by how much thought they may have given to the issues.

- Encourage your child to think carefully about the way they, and others behave online, and how they might deal with difficult situations.
- People may not always be who they say they are online: how can this create problems?
- Why is it unwise to meet anyone in the real world that you've only ever met online?
- Even if you think your messages are private, remember that words and images can always be captured and broadcast.
- People present themselves differently online - do they really look like that? Are they always having that good a time?
- Be aware that screens, and especially being anonymous, can lead people to say things they wouldn't say to someone's face.
- What does being a good friend and a likeable person online look like?
- There can be pressure to be part of a particular group online or to be seen to be following a certain set of ideas
- How can you take a step back and make your own decisions?

Online hoaxes and harmful online challenges

A hoax is a deliberate lie designed to seem truthful, and online challenges generally involve users recording themselves taking a challenge, and then distributing the video through social media channels, inspiring or daring others to repeat the challenge.

Viral Challenges (as they're often known) draw on the desire for children to join in and belong and, as the name suggests, spread and gather pace very rapidly. New challenges are constantly emerging and evolving. They're often completely innocent, raising awareness of worthy causes or simply providing amusement. However, they can have much more sinister undertones, putting children at risk of physical harm or, in extreme cases, fatal injury.

There are several great 4 minute videos available through National Online Safety – https://nationalonlinesafety.com/hub/view/webinar/online-hoaxes and https://nationalonlinesafety.com/hub/view/webinar/online-challenges

If the Trust Safeguarding team become aware of an online hoax or online challenge, a decision will be made as to how widely to share this with our families. Generally speaking, naming an online hoax and providing direct warnings is not helpful since concerns are often fuelled by unhelpful publicity, usually generated on social media, and may not be based on confirmed or factual occurrences or any real risk to children. There have been examples of hoaxes where much of the content was created by those responding to the story being reported, needlessly increasing children's exposure to distressing content.   Evidence from Childline shows that, following viral online hoaxes, children often seek

support after witnessing harmful and distressing content that has been highlighted, or directly shown to them (often with the best of intentions), by parents, carers and schools.

In the case of a viral online challenge, again the Safeguarding team will consider whether to notify parents. It may be more appropriate to offer focussed support to a particular age group or individual children. Remember, even with real challenges, many children may not have seen it and may not be aware of it. The team will weigh up the benefits of school-wide highlighting of the potential harms related to a challenge against needlessly increasing children's exposure to it.

Websites which can help
- www.childnet.com/sns
- www.internetmatters.org
- www.nspcc.org.uk/onlinesafety
- www.parentzone.org.uk
- www.parentzone.org.uk
- www.askaboutgames.com
- https://nationalonlinesafety.com/

Social media 'slang'
Some of our children have teenaged siblings, or spend time with older children in out of school clubs and so may be influenced in the slang language that they use in social media. Here is a great link which you can check https://parentinfo.org/article/online-teen-speak-updated if you want to see what your child may be saying in 'text speak'.

Age restrictions
Many social media sites have minimum age limits for their service.

The UKCCIS has published guidance for social media providers, which says that many services do not allow children under the age of 13 to create an account.

This age limit has no legal bearing in the UK as it originates from a US law (the Children's Online Privacy and Protection Act 1998) which sets out safeguards on data collection for children under 13. However, it should be considered as guidance for suitability.

The NSPCC has published a report which suggests that 59% of UK 11 and 12 year-olds with internet access have a social networking profile, despite being underage. Of these, 23% had experienced something upsetting on social media. However, younger children were more likely to have experienced something that bothered them when they were using sites aimed at an older audience. On the sites aimed at younger children, like Moshi Monsters and Club Penguin, a smaller percentage of young children experienced something that upset them.

What we teach and do in school
At school, we will:

- Teach safe and appropriate use of social media and apps as part of an embedded and progressive education approach via age-appropriate sites and resources, with ongoing teaching around online safety and appropriate behaviour
- Many popular social media sites are not permitted for use by children under the age of 13, or in some cases higher. Staff will not create accounts for pupils for use in school under the required age as outlined in the services terms and conditions
- Deal with any concerns regarding pupil use of social media in accordance with existing policies, including anti-bullying, child protection and behaviour
- Supervise children when they are using technology

- The DSL team will respond to online safety concerns involving safeguarding or child protection risks in line with our child protection policy.
- Concerns regarding children's use of social media will be shared with parents/carers as appropriate, particularly when concerning underage use of social media services and games and the impact this is having on behaviour and language

Pupils are taught:

- to consider the benefits and risks of sharing personal details or information on social media sites which could identify them and/or their location.
- to only approve and invite known friends on social media sites and to deny access to others by making profiles private.
- not to meet any online friends without a parent/carer or other appropriate adults' permission, and to only do so when a trusted adult is present.
- to use safe passwords.
- to use social media sites which are appropriate for their age and stage of development
- how to block and report unwanted messages and emails.
- how to report concerns on social media, both at school and at home.

Parent / carer agreement

- I, with my child, have read and discussed the above Acceptable Use Policy (AUP). I understand that the aim of the AUP is to help keep my child safe online and applies to the use of the internet and other related devices and services, inside and outside of the school
- I am aware that any internet and IT use using school equipment may be monitored for safety and security reason to safeguard both my child and the school systems. This monitoring will be proportionate and will take place in accordance with data protection, privacy and human rights legislation.
- I understand that the school will take every reasonable precaution, including monitoring and filtering systems, when they are using a school device, to ensure my child will be safe when they use the internet and other associated technologies. I understand that the school cannot ultimately be held responsible for the nature and content of materials accessed on the internet and using mobile technologies and is not liable for any damages from these
- I with my child, am aware of the importance of safe online behaviour and will not deliberately upload or add any images, video, sounds or text that could upset, threaten the safety of or offend any member of the school community.
- My child and I understand that any video or photo (e.g. Nativity and concerts) that maybe shared by the school must not be shared beyond direct family.
- I, with my child, understand that Apps that are used within TEAMS (e.g. Flipgrid) can only be access via our Bourne Alliance email address and cannot be shared outside our portal.
- I understand that the school will contact me if they have concerns about any possible breaches of the AUP or have any concerns about my child's safety. The school can put together an Online Safety Behaviour Plan to support any child who is displaying consistently unsafe behaviour online which will be shared with me so we can work together to help my child
- I understand that if my child has committed a criminal offence then the Police will be contacted
- I will inform the school or other relevant organisations if I have concerns over my child's or other members of the school communities' safety online.
- I know that my child will receive online safety education to help them understand the importance of safe use of technology and the internet – both in and out of school
- I will support the school online safety approaches and will encourage my child to adopt safe use of the internet and other technology at home, as appropriate to their age and understanding.
- I know that I can access the Trust online safety and social media, mobile phones and other electronic devices policies at the Bourne Alliance Trust website. I know I can access resources to help my child from the Bourne Alliance website
- I will support the schools approach to online safety and will not deliberately upload or add any images, video, sounds or text that could upset, threaten the safety of or offend any member of the school community on any social media or app in line with the Trust policies
- I know that I can register on Bourne Alliance's portal of National Online Safety to access parent guides and courses to support online safety
- I know I can speak to the Head of School/Head Teacher or my child's teacher if I have any concerns about online safety