



COVE INFANT SCHOOL

POLICY FOR INTERNET USE

Aims

We believe that the safe use of the internet is integral to the development of Information Communication Technology (ICT) skills which helps prepare young children for a rapidly changing society.

Why is internet use important?

We believe that internet use is important for the following reasons:

- To support and challenge the curriculum
- To extend the children's ICT capabilities equipping them for life in an increasingly technological age
- To allow the children to become independent learners
- To develop the children's research and communication skills
- To allow the children to widen their horizons and access information from all over the world
- To support staff professional development through access to national developments, educational materials and good curriculum practice.

Use of the world wide web (www) in class activities

In order to allow the children to safely access information on the world wide web, the Internet service provider operates a filtering service that complies with Education Authority policy in this area.

In addition to this we will:

- Provide supervision and guidance to the children whenever they are using the web
- Carry out controlled searches as a class or group under adult supervision
- Use favourites to direct the children to suitable sites
- Monitor and review the contents of the sites before used by the children regularly.

There will be no use of external chat rooms by children.

The rules for internet use will be posted near all computer systems and instruction in responsible and safe use will precede internet access (Appendix 1).

Use of email

To ensure that children can use e-mail safely:

- E-mail communication will be through class e-mail addresses at all times
- Staff will preview all e-mails before the children read them
- A member of staff will check all outgoing e-mails before they are sent
- Only first names will be used in e-mails.

Use of digital camera and scanner

- No photographs of any children will be shared via the internet without prior permission from the parents or guardians of the children

Emergent internet uses

Emerging technologies will be examined by the staff for educational benefit and a risk assessment will be carried out before use in the school is allowed.

Staff use of the internet

Firewalls and filters are in place to prevent inappropriate internet use.

If staff discover inappropriate sites or material, they will record the URL (address) and report it immediately to the ICT co-ordinator or Head teacher, who will inform our Internet Service Provider.





ICT system security

The school ICT systems will be reviewed regularly with regard to security. Virus protection will be installed and updated regularly.

Children will ask permission from a member of staff before accessing e-mails or downloading material.

Date proposed	:	21 March 2011
Date ratified	:	21 March 2011
Review due	:	March 2012

Rules for internet use

	I must not use the Internet without an adult
	I will ask my teacher before entering any website or downloading any material
	I must show all emails to an adult before sending them
	I will always send polite and sensible messages