



Care Respect Personal Growth

Cybersafety Policy



At Hampstead Primary School
everyone has the right to feel safe.

CARE RESPECT PERSONAL GROWTH

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Department for Education



Rationale

Hampstead Primary School recognizes the need for students to be safe and responsible users of digital technologies. We believe explicitly teaching students about safe and responsible online behaviour and having an awareness of what goes online is essential and is best taught in partnership with families. We request that families work with us and encourage such behaviour at home.

Hampstead Primary School places a high priority on providing Internet facilities and ICT equipment which will benefit student learning outcomes and the effective operation of the school. However, it recognises that the presence in the learning environment of these technologies can also facilitate anti-social, inappropriate, and even illegal behaviour and activities.



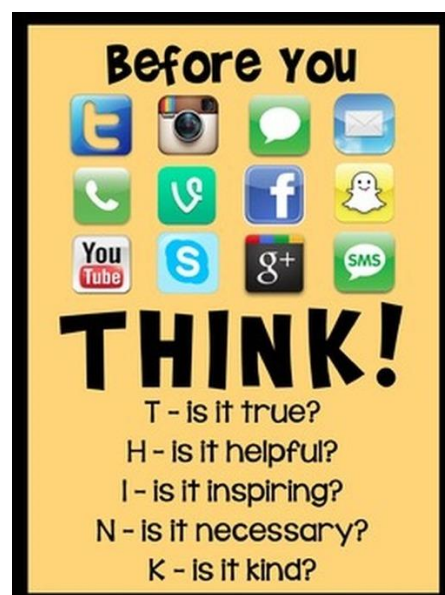


Policy

Hampstead Primary School will develop and maintain rigorous and effective Cybersafety practices which aim to maximise the benefits of the Internet and ICT equipment to student learning and to the effective operation of the school, whilst minimising and managing any risks.

These Cybersafety practices will aim to not only maintain a cyber-safe school environment but also to address the need of students and other members of the school community to receive education about the safe and responsible use of present and developing information and communication technologies.

Hampstead Primary School takes its responsibility seriously in providing robust policy, guidelines and education for students in relation to what is deemed acceptable and appropriate online behaviours.



**Students and staff will:**

- Use school name, motto, logo and/or uniform in a positive manner, not resulting in a negative impact for the school and its community.
- Be aware of the risks associated with posting photos on personal social media of themselves and/or other students which clearly identify them as a member of the school community. This includes off campus events such as sports days and camps.

Parents/Caregivers:

- Parents must not take photographs or record members of the school community (other than themselves or their own child) whether intentionally or inadvertently and/or post to the Internet, publish or share without the written permission of the person photographed/filmed.

Everyone's responsibility:

- No member of the school community will establish or maintain a social networking site which uses the school name, crest, logo or any other name by which the school and its community may be known without the express permission of the Principal. This includes class based Facebook pages.
- Members of the school community also have a responsibility to ensure that all online communications are keeping within the schools expectations in relation to appropriate and respectful interactions with teaching and non-teaching staff. Any form of online abuse will not be tolerated and legal advice will be sought to protect the school or person named.
- To not post inappropriate comments about individual staff members, parents/caregivers or students which if said in person would result in disciplinary action being taken.
- ***Neither the School's network nor the broader Internet [whether accessed on campus or off campus, either during or after school hours, via any application] may be used for any purpose other than that which it was designed. Cyberbullying, harassment, taking, sending and receiving naked or sexually explicit images (sexting) and other misuses of technology in cyberspace are unacceptable.***

Cyberbullying includes but is not limited to, the following misuses of technology:

- Harassing
- Teasing
- Intimidating
- Threatening another person by sending or posting inappropriate and hurtful e-mail messages
- Instant messages
- Text messages
- Phone messages
- Digital pictures or images
- or Web site postings (including blogs) and social media sites.

Consequences of Cyberbullying

- If this occurs either during school time or after school hours, it will constitute a breach of school policy and as such a student will be subject to disciplinary action.
- Students must be aware that in certain circumstances where a crime has been committed, they may also be subjected to a criminal investigation by Police over which the school will have no control.

What to do if you are being cyberbullied?

- save and store the offending material on their computer, mobile phone or other device.
- print a copy of the material and immediately report the incident to a teacher.
- Staff who may have been cyberbullied or threatened online should immediately report such incidences to a member of the School Leadership Team.

All reports of cyberbullying and other technology misuses will be investigated fully and may result in a notification to Police where the school is legally obliged to do so. Sanctions may include, but are not limited to, the loss of computer privileges, detention, suspension, or expulsion from the School.

