

FEELING SAFE AND HAPPY AT HAYWOOD VILLAGE ACADEMY

At Haywood Village Academy, we want to make sure that you feel **safe, looked after and happy** when you are in and out of school, including when you are online. Sometimes we do not know if something is making you feel worried or sad, so you must tell us.

REMEMBER - SHARE YOUR WORRIES TO KEEP SAFE!

WHAT IS THIS POLICY?

Our school has an Online Safety Policy for staff, families, and our Academy Council. This child friendly policy is written for **you**, in a way that makes sense to you, and is much shorter.

WHAT IS IT FOR?

This policy is to help you decide what is a worry for you when you are online and where you can get help with these worries. It is **important** you know what healthy online behaviour looks like and what behaviours are unsafe. It is **important** that you know who you can talk to. It is **important** that you understand why you might need to talk to someone about things that are happening online.

WHAT IS ONLINE SAFETY?

Being online is fun and interesting, it can help with our learning and help us to develop new skills. We can access information that will help us with our schoolwork and support our personal interests. We can also talk to our friends and family online; it is an exciting way to communicate.

Online safety is how we keep you safe when using technology and when you are on online platforms so you can enjoy, explore and have fun on the internet at school and at home, without feeling worried or sad.

WHAT ARE THE WORRIES FOR YOU BEING ONLINE?

You may come across people who want to cause you harm, these may be people in your family, they may be friends, but they may also be people you do not know at all. This harm can also happen online to anyone, at any time.

People online can send unkind messages, share inappropriate images or material directly to you, which may make you feel uncomfortable and worried. **This is not ok, and you must share with your trusted adults in school.**

People can pretend to be someone different online and pretend to be a friend the same age as you even when they are not. They may even say they like the same things as you, when they do not. **This is not ok, and you must share with your trusted adults in school.**

People can ask you for very personal information about what your name is, where you live, which school you go to and even who your friends are. This information should not be shared online with anyone as once it is there, it is there forever. They may also ask you to send pictures to them of your house or parts of your body. **This is not ok, and you must share with your trusted adults in school.**

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WHAT DO WE DO AT HVA TO KEEP YOU SAFE ONLINE?

There are many ways we keep you safe, but one of the biggest is making sure all adults here at our academy know how to help keep you safe online.

- We have assemblies to teach you how to stay safe online.
- We teach all adults and visitors in school how to keep you safe online.
- We have important meetings about keeping you safe online.
- We write important reports about keeping you safe online.
- We talk to parents and carers to keep you safe online.
- We talk to the police, doctors, social workers, and other people outside of school to keep you safe online.
- We filter and monitor all devices, laptops, computers and iPads, websites and search engines that can be accessed by anyone in school online.
- We have filters in place to block unsafe or inappropriate words, images and websites to stop you from seeing things that may make you feel uncomfortable and worried.
- We have secure access to the internet through our Wi-Fi.

It is **EVERYONE'S** job in school to keep you safe. It is **EVERYONE'S** job to talk to you about your worries. We promise to look after you and every child in our school and do everything we can to keep you all safe online. We take everything you share with us seriously, we will listen and offer you support, we will investigate and decide on sanctions/ consequences, we will share with parents and carers when we need to.

REMEMBER – BE SMART ONLINE

S
Stay Safe
Don't give out your personal information to people / places you don't know.

M
Don't Meet Up
Meeting someone you have only been in touch with online can be dangerous. Always check with an adult you trust.

A
Accepting Files
Accepting emails, files, pictures or texts from people you don't know can cause problems.

R
Reliable?
Check information before you believe it. Is the person or website telling the truth?

T
Tell Someone
Tell an adult if someone or something makes you feel worried or uncomfortable.

Follow these SMART tips to keep yourself safe online!