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Multi-Academy Trust:	Aspire Multi - Academy Trust
Phase:	Primary
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Aspects Complete:	21 / 21
Level:	<b>1.4</b>
Progress:	<div style="width: 100%;"><div style="width: 100%;"></div></div> 100%

Level	Current Position	Evidence	Improvement Plan	Online Safety Mark
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**LR** Policy and Leadership ► Responsibilities ► Online Safety Responsibilities

<p><b>1</b> Online safety leaders and governors work collegiately to coordinate and monitor the online safety curriculum (iLearn2 and Be Internet Legends). This includes support for the school community, shared via eSafety newsletters, the website and Parent Forum meetings. Online safety is covered as part of our RHSE programme of study and school take part in national events such as Safer Internet Day and Anti-bullying week. We have been awarded Gold status for anti-bullying by the Anti-Bullying Alliance, which includes supporting online safety. DSLs have completed online safety training as part of their training requirements and also from The Key. Our Online Safety Policy outlines staff's responsibilities for online safety and staff understand and</p>	<p>Online Safety Policy: <a href="https://primarysi...-updated-2023.pdf">https://primarysi...-updated-2023.pdf</a> </p> <p>Online Safety information for parents: <a href="https://www.archb...ne-safety-advice/">https://www.archb...ne-safety-advice/</a> </p> <p>Safeguarding newsletters and guidance: <a href="https://www.archbishopcranmer.co.uk/safeguarding/">https://www.archbishopcranmer.co.uk/safeguarding/</a> </p>	<p>Ensure governor training is up-to-date </p> <p>Share new policy with staff and support staff</p>
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recognise the importance of this. This is re-visited regularly as part of safeguarding training, monthly newsletters and within staff meetings.

Information is also shared with governors as is shared with staff. Regular reports are produced by the Online Safety Lead alongside monitoring reports as necessary.

## LR Policy and Leadership ► Responsibilities ► Online Safety Group

Online Safety is managed by Mrs L Rogers (deputy head teacher, deputy DSL and computing lead), and is supported by the Head teacher Mrs M Stevens (senior DSL) and SENCo Mrs E Hodgson (deputy DSL).

Our online safety governor is Mrs Sarah Rowe (parent governor).


Our Online Safety Policy outlines key roles and responsibilities inline with new KCSIE 23

1 Pupils support with provision as 'Digital Leaders' and make suggestions as part of the pupil parliament and young leader roles.

Subject leader works alongside other subject leaders in the MAT to collaborate and share best practice.

Parent Forums are held alongside the link governor (also parent) to share and collaborate on best practice.

Online Safety Policy: <https://primarysi...-updated-2023.pdf> 


Parent Forum minutes: <https://www.archbishopcranmer.co.uk/parent-forum/> 

Involve parents in consultation of online safety - arrange follow-up parent forum to update on new policy after governor ratification  
Share new policy with school community



## LR Policy and Leadership ► Responsibilities ► Professional Standards

1 We have our Acceptable Use Agreement in place for all staff, volunteers and pupils. We have a range of systems in place for pupils to share and communicate their needs, such as the worry monster, worry box on the website, peer mediators/ playground pals, young leaders. New Online Safety Policy outlines roles and responsibilities under professional standards. Staff code of conduct and handbook in place to share professional expectations, this is covered annually and at induction for new staff joining in-year.

Staff handbook: <https://www.archbishopcranmer.co.uk/parent-forum/> 

Online Safety Policy: <https://primarysi...-updated-2023.pdf> 

Continue to keep staff up to date via monthly Safeguarding newsletters (with eSafety features) and half termly online safety newsletters



Teachers direct email address and communication via school systems are made widely available to staff - staff are encouraged not to share own email addresses with parents and have access via ScholarPack and teachers@ email.

Teachers Standards are shared with all staff and referred to as part of appraisal process.

Inclusive Technologies team visit pupils with SEND to support use of technology ensuring safety is paramount

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## LR Policy and Leadership ► Policy ► Acceptable Use


We have an acceptable use agreement in place which is clearly differentiated according to age role and need.

1


Shared with parents, and reviewed with regards to changes in legislation.


Anti-bullying posters and child on child abuse posters are differentiated and displayed in classrooms.


Acceptable use agreement EYFS, KS1. [https://archbisho...N\\_Uov4tA?e=Xu5fzz](https://archbisho...N_Uov4tA?e=Xu5fzz) 


Acceptable use agreement KS2 <https://archbisho...NajKanWQ?e=myXEmy> 

Acceptable Use Agreement Staff and Volunteer [https://archbisho...\\_gc2bYZg?e=umGys6](https://archbisho..._gc2bYZg?e=umGys6) 

Acceptable Use agreement remote learning <https://primarysi...-learning-abc.pdf> 

Child friendly safeguarding standard <https://primarysi...ding-standard.pdf> 

Child friendly peer on peer abuse standard <https://primarysi...buse-standard.pdf> 

Online Safety Policy <https://primarysi...-updated-2023.pdf> 

Ensure and reflect on Acceptable Use and ensure it is up to date and inline with new legislation and policy.- sept 23 completed



## LR Policy and Leadership ► Policy ► Reporting and Responding

1

Children are taught reporting systems through Computing lessons where eSafety strands are embedded each half term. These are also reinforced through RHSE lessons where pupils are taught to recognise signs of abuse and what to do if they have any concerns.



There are a number of systems in place for pupils to report concerns, such as: worry monster, worry box online, ELSA trained staff, mental health leads (posters shared around school with staff to talk to if they are worried), mental health support team referrals and workshops, worry boxes in classrooms, pupil leaders trained as peer mediators and wellbeing leads to share worries and concerns with key staff.

All staff receive annual safeguarding training which covers the importance of online safety, where monthly newsletters regularly feature eSafety and remind staff of protocols.

Anti-bullying practice awarded Gold award by ABA (only 4% of schools achieved).

Online behaviours are reinforced by our behaviour policy, anti-

Computing progression and materials: <https://archbisho...jRjROZTQ?e=WR1mjb> 

Child friendly standards: <https://primarysi...use-standard.pdf>,  <https://primarysi...llying-poster.pdf> 

Newsletters:

<https://www.archbishopcranmer.co.uk/safeguarding/> 

Anti-bullying:

<https://www.archbishopcranmer.co.uk/anti-bullying/> 

Ensure that children are familiar with and recognise CEOP buttons and options for reporting across the internet.



bullying standard and child-on-child abuse policies.

## LR Policy and Leadership > Policy > Online Safety Policy

Online Safety Policy reviewed Sept 23 in line with TETC guidance and advice. Child-on-child abuse policy updated to reflect KCSiE 2023 changes and is differentiated and age-related with child-friendly policies in place and shared in classrooms.

1

Carefully considered approach to online safety across the key stages, supported by our iLearn2 and Be Internet Legends scheme of work - KS1 use resources from CEOP, ThinkUKnow, Vodafone picture books, and Safer Internet Centre. Resources are all mapped to Education to the Connected World framework. These resources help parents to support their children with eSafety so that children can work and play safely online using pupil codes.

Online Safety is led by the Deputy head and supported by the SLT and is part of safeguarding checks and monitoring which is inline with school improvement.

Progression of skills for Computing and curriculum documents:

<https://archbisho...jRJROZTQ?e=WR1mjb>

Ensure policy is in line with RM provider agreement  
Share policy with staff and community once ratified by governors



## LR Education > Learners > Online Safety Education Programme

Well planned, sequenced and progressive skills and knowledge document in place for computing.

Scheme of Work (iLearn2) resources are also mapped to the Education for a Connected World (2020) framework using an interactive page. There are also 2 pupil activity packs, helping pupils access the videos, activities, games, resources and questions independently at school or home.

2

These can also help parents support their children with e-safety. The pupil packs can be accessed using pupil codes tool. Resources from BeInternetLegends are utilised in KS2 and ThinkUKnow, CEOP and Education for a Connected World alongside to enhance learners' knowledge on how to stay safe online.

Progression of Skills <https://primarysi...ishop-cranmer.pdf>

Computing in Action

<https://www.archbishopcranmer.co.uk/computing/>

Begin to use ProjectEVOLVE resources and Knowledge Map Feature to evidence the positive impact that online safety has at our school.



## LR Education > Learners > Contribution of Learners

2

Digital Leaders in school provide a clear and effective reporting route for their peers. They contribute actively

See Life in All its Fullness documents for examples of pupil contributions, lessons and campaigns: <https://www.archb...fullness-202122/>

See Computing and RHE in action on website:

Digital leaders to attend and present online safety information during parent forum



to online safety events leading whole school assemblies for events such a Safer Internet Day.

They support staff during worships.

Subject ambassadors support their peers during computing lessons utilising the skills and knowledge of learners.

Pupil Voice suggests that online safety is taught and is understood at ABCA.

Children can share online safety tips and advice.

<https://www.archb.../rhse-heartsmart/> 

<https://www.archbishopcranmer.co.uk/computing/> 

**LR Education ▶ Adults and Agencies ▶ Families**

Regular eSafety newsletters are shared with parents and carers. The school website contains a wealth of information and resources which parents can refer to to support with online safety at home including remote and home learning.



ParentZone information posters are shared via our Twitter page. Up to date guidance referring to social media is also shared. We have a support and advice contact form on the online safety page of our school website which allows effective communication and a clear route for parents and carers to report issues.

Our Online Safety Policy, Anti-bullying standard, behaviour policy, child-on-child abuse and safeguarding policies all link to ensure that approaches are consistent.

We have a complaints policy which ties in with the above policies.

2

Policies:

<https://www.archbishopcranmer.co.uk/policies/>   
 Online Safety page with contact box, newsletters, advice and information: <https://www.archb...ne-safety-advice/> 


Identify parent/ carer representative as part of Parent Forum

Consider ways to engage hard to reach parents in online safety programmes



**LR Education > Adults and Agencies > Staff**

2 Staff receive annual training in safeguarding which covers up to date KCSiE 2023 guidance and refers directly to

Training from Sept 23: <https://archbisho...CZKmMNLA?e=jopBBX>   
 Certificates: file:///C:/Users/Irogers/OneDrive%20-%20Archbishop%20Cranmer%20CE%20Academy/DSL/Certificates/Staff/2023-24/online-safety-the-essentials-2023\_for\_archbishop-cranmer-church-of-england-academy%20(1).pdf

Complete accreditation programme and explore training opportunities for LR as Online Safety Lead

Continue to



online safety and harms as a risk for all children. Staff are reminded of processes and protocols and recognise what to do in the event of a disclosure. Monthly safeguarding newsletters are shared with all staff and regular volunteers where online safety features within all, if not most, issues. DSLs receive additional training (e.g. from TETC team and NCSP) alongside DSL training to embed and support with online safety. [EH attended Information for a Connected World Training in Sept 22; EH MS LR completed online safety training from The Key along with ALL staff] Online Safety Lead is part of subject leader group across the MAT: expertise and best practice information


share best practice among staff

shared during termly meetings. Attended DSL network meeting.

## LR Education > Adults and Agencies > Governors

3

Governors have training shared to access and have been provided with safeguarding training which covers online safety. Governors receive updates during meetings and governor reports for the training.

Governor certificates: <https://archbisho...ipb5Ajljg?e=i5FbAm> 

Re-share training with governors  
Share provision with governors including new Online Safety Policy



## EH Education > Adults and Agencies > Agencies

1

We take part in Safer Internet Day annually and is organised and led by our pupil Digital Leaders with the support of our computing subject lead.

A variety of external agencies are welcomed and support our provision: DAaRT (provided by Notts Police); Our Future careers support which covers STEM and coding learning; Archbishop of York Young Leader Award which promotes the children to live safe and healthy lives, tackling injustice through being the change they want to be; Anti-bullying award achieved which is supported by our Anti-bullying ambassadors.


Use of 360 online audit tool to identify targets.

Subject leader attends meetings across MAT to share best practice.

DSL attended training from Nottinghamshire Children's

Safeguarding Partnership to support with online safety.

Inclusive Technologies Team referrals made to support pupils with access to devices where special educational needs require this provision.


Online safety page on school website sharing newsletters and key information: <https://www.archb...ne-safety-advice/> 

Life in All Its Fullness documents to show pupil engagement in external provider sessions:

<https://www.archb...-fullness-202122/> 

Computing in Action:

<https://www.archbishopcranmer.co.uk/computing/> 

Young Leader Award celebration: <https://archbisho...award-celebration> 

Safer Internet Day assembly led by digital leaders:

<https://archbisho...rnet-day-assembly> 






<https://archbisho...rnet-day-assembly> 

Apply for online compass awards



## LR Technology ► Data Security

DPO Audit  
 DPO annual report to governors  
 Privacy notice staff  
 Privacy notice parents and carers  
 MAT data protection policy  
 MAT-wide termly DPO meetings and CPD  
 Governor hub  
 SCR  
 Scholar pack - locked system with limited access to job descriptions etc  
 Locked and password protected emails  
 Password protected files  
 Locked drawers




DPO annual report to governors  
<https://archbisho...j84Nx34Q?e=92QPDZ>   
 DPO audit <https://archbisho...9jC7P9yg?e=ff1jtL>   
 Privacy notice staff <https://archbisho...0RjwRI2Q?e=y24DfL>   
 Privacy notice parents and carers <https://primarysi...arents-carers.pdf>   
 MAT data protection policy <https://primarysi...ire v2-0final.pdf>   
 IRMS toolkit used

Ensure Personal Data Policy is covered in current policies held.  
 Regularly audit personal data : Job descriptions, DPIAs, Record of processing activities, Information Asset Register, training records, Governors /Trustees minutes are stored correctly.



## LR Technology ► Infrastructure ► Filtering

Provided by RM Education. This provides us with the level 1 criteria.  
 GDPR report to governors provided annually  
 New online safety policy and training to reflect changes





Online Safety Policy: <https://primarysi...-updated-2023.pdf>   
 Mobile phone and smart watches standard: <https://archbisho...1UFEUcTQ?e=zLd9Ai>   
 DPO annual report to Govs and audit: <https://archbisho...2%2D23&view=0> 

Continue pro-active monitoring supports a prioritised safeguarding response to serious issues  
 Continue to monitor and respond to filtering and monitoring logs



## LR Technology ► Infrastructure ► Monitoring

Covered by RM Education to meet Level 1 criteria  
 Online safety policy updated to reflect  
 Staff training sept 23 on monitoring and filtering and online safety.



Online Safety Policy: <https://archbisho...JYE6RY4Q?e=IB6Qhk>   
 Mobile phone and smart watches standard: <https://archbisho...1UFEUcTQ?e=zLd9Ai>   
 DPO annual audit: <https://archbisho...j84Nx34Q?e=8tqnLU>   
 Certificates: <https://archbisho...%7D%7D&view=0> 

Ensure SBM and DPO / Online Safety Lead liaise with RM Education to quality assure level 1 criteria






## LR Technology ► Infrastructure ► Technical Security

Criteria met by RM Education provider service

Online Safety Policy: <https://primarysi...-updated-2023.pdf>   
 Mobile phone and smart watches standard: <https://archbisho...1UFEUcTQ?e=zLd9Ai> 

Continue to quality assure provision provided by RM Education to ensure that



DPO annual audit: <https://archbisho...j84Nx34Q?e=8tpnlU>   
Policies, including acceptable use agreements: <https://www.archbishopcranmer.co.uk/policies/>   
Staff handbook: <https://archbisho...h-temK4Q?e=Djv9Bw> 







systems are in place for effective technical security

## EH Technology ► Practice ► Digital and Video Images

Digital images and videos are embedded within school practice and support and enhance teaching and learning, where technology forms part of day-to-day teaching and allows us to celebrate learning, achievements and what we're 'up2' as a school. This provides parents with up-to-date, timely information about what their children are learning, but also celebrates and attracts new families to our school, as well as to wider companies etc. These also feed into our website to showcase curriculum progression, learning and give visitors to our website an idea of the outstanding provision we provide. Videos are used to communicate pupil voice and experiences which are shared with wider audiences, such as Sun Safety which was shared with Garnier; information about our vision and values, shared at the Church school conference; and assembly footage to share within school.

All images and videos created are produced with written consent from parents.

Pupils are educated on the safe and responsible use of digital images as part of our computing and RHSE curriculum content, for example, in Y2 through the story of Goldilocks via the Vodafone picture book and Jessie and Friends materials.




Acceptable use: <https://primarysi...agreement-abc.pdf>   
Curriculum information: RHE <https://archbisho...Y3KdQrjg?e=Xazopb>  Computing <https://archbisho...jRjROZTQ?e=6gZbrH>   
Website: <https://www.archbishopcranmer.co.uk>   
Safeguarding information on school website: <https://www.archbishopcranmer.co.uk/safeguarding/>   
Online Safety Policy: <https://archbisho...JYE6RY4Q?e=vCYPgg> 

Empower parents with information regarding how to exercise and encourage safe and responsible use of digital images



## EH Technology > Practice > Mobile Technology

2 The school network is managed by RM Education who monitor and provide risk management through filtering. All staff and children sign an acceptable use agreement and the Online Safety Policy indicates responsibilities and expectations for staff, visitors and learners using technology in school. All staff have devices provided by school to access technology and are discouraged to use

Acceptable use agreement: <https://primarysi...agreement-abc.pdf>   
Standard for use of mobile phones and smart watches: <https://archbisho...1UFEUcTQ?e=sTac1t>   
Curriculum information: <https://archbisho...jRjROZTQ?e=3kE37h> 

Develop a standard for the use of own devices in school (BOYD) encompassing visitors, trainees and staff members. Explore limitations for mobile devices using the school network - enquire with RM regarding filters and restrictions



personal devices. We have a mobile phone and smart watch standard in place to ensure that responsible use of such devices are followed in school.

Safeguarding policy and procedures and Data Protection Policy set out expectations for responsible use of mobile technology, where personal devices are only used in staff-only areas.

Pupils are educated about the risks associated with personal devices as part of the Computing and RHSE curriculum.

## EH Technology > Practice > Social Media

1

School uses Twitter and Facebook to share pupil learning and raise awareness of the school's profile. Children are educated around the safe use of this through the eSafety learning and through RHE lessons. Pupils learn how to safely create their own digital content.

Where social media is used, parental consent is obtained and our Online Safety Policy outlines clear expectations for the use of this by staff members, outlining expectations and risk management.

Curriculum information:

(computing) <https://archbisho...jRJROZTQ?e=3kE37h> (RHE) <https://archbisho...Y3KdQrjg?e=BjjXKD>

Online Safety Policy:

<https://archbisho...JYE6RY4Q?e=Nm9n9M>

Acceptable use agreement:

<https://primarysi...agreement-abc.pdf>

Look to creating a social media policy/standard



## EH Technology > Practice > Online Publishing

1

Newsletters are shared throughout the year to update parents on advice, guidance and support relating to online safety. Updates are issued in response to threats or issues highlighted by the media in a timely fashion to ensure that parents are well-informed.

Online Safety Advice is updated regularly via the school website, drawing upon guidance from best practice and recommended sites/ services such as SWGfL, TETC team, NCSP etc.

Online Safety Policy is updated bi-annually, with support from the TETC team and audit recommendations, or as appropriate in line with latest guidance and emergence of new technologies.

Audits (such as this) are used to review and update practice in light of the latest guidance.

Curriculum content relating to online safety is celebrated on our school website and social media feeds.

Good practice is observed through following guidance outlined in

Online Safety Policy: <https://archbisho...JYE6RY4Q?e=vCYPgg>








Computing in Action and curriculum information: <https://www.archbishopcranmer.co.uk/computing/>

Continue to update policy in line with latest research Update practice in line with outcomes and targets from this audit



legislation which is fed into our policy.

## LR Outcomes ► Impact of Online Safety Policy and Practice

- 2 Impact of subject deep dives and monitoring used to continually improve current practice of online safety and the safeguarding of children. Monitoring of Scheme of Work and evaluation of the Long Term Plan. Parents/carers are informed of patterns of online safety incidents as part of the school's online safety awareness raising.- regular newsletters and letters to parents as well as up to date info given on the web page
- The impact of the online safety policy and practice is regularly evaluated through the review / audit of online safety incident logs; behaviour / bullying reports; surveys of staff, learners; parents / carers. There are well-established routes to regularly report online safety outcomes to school leadership and Governors through the Head Teacher's Report and Governor Meetings. The school has clear processes in place to show relevant bodies (e.g. School Inspectors) that it knows and understands that its provision and reporting processes are effective and can be demonstrated as such - Scholar Pack Incident logs - Computing deep dive CEO detailed report - Computing skills and progression doc. Anti-Bullying Gold Award - DSL shared our good practice on Anti-bullying webinar with a number of schools nationally.
- Impact of subject deep dives and monitoring used to continually improve current practice of online safety and the safeguarding of children. <https://archbisho...011NmflQ?e=3HX0VL> 
- Monitoring of Scheme of Work and evaluation of the Long Term Plan. <https://archbisho...nToboW2A?e=h1BL4S> 
- Parents/carers are informed of patterns of online safety incidents as part of the school's online safety awareness raising.- regular newsletters and letters to parents as well as up to date info given on the web page <https://www.archb...ne-safety-advice/> 
- The impact of the online safety policy and practice is regularly evaluated through the review / audit of online safety incident logs; behaviour / bullying reports; surveys of staff, learners; parents / carers. <https://www.archb...f-questionnaires/> 
- There are well-established routes to regularly report online safety outcomes to school leadership and Governors through the Head Teacher's Report and Governor Meetings. The school has clear processes in place to show relevant bodies (e.g. School Inspectors) that it knows and understands that its provision and reporting processes are effective and can be demonstrated as such - Scholar Pack Incident logs - Computing deep dive CEO detailed report - Computing skills and progression doc. <https://www.archbishopcranmer.co.uk/computing/> 
- Anti-Bullying Gold Award <https://www.archbishopcranmer.co.uk/anti-bullying/> 
- Safeguarding news letters - monthly <https://archbisho...xml3PlgA?e=73aglf> 
- Continue to share good practice with other schools, agencies to help ensure the development of a consistent and effective local online safety strategy. Check and update online safety strategy 