

Online safety Addendum

Please also see the Safeguarding Policy Addendum 01/04/20

The extract below is taken from the Safeguarding Addendum regarding online safety

Pioneer Educational Trust will continue to provide a safe environment, including online. This includes the use of an online filtering system. Where students are using computers in school, appropriate supervision will be in place. Please see E-safety Policy.

Children and online safety away from school

It is important that all staff who interact with children, including online, continue to look out for signs a child may be at risk. Any such concerns should be dealt with as per the Child Protection Policy and where appropriate referrals should still be made to children's social care and as required, the police.

Online teaching should follow the same principles as set out in the Pioneer Educational Trust code of conduct. Pioneer Educational Trust will ensure any use of online learning tools and systems is in line with privacy and data protection/GDPR requirements.

Pioneer Educational Trust does not allow staff to provide 'live teaching' and no 'live' lessons will take place. Learning activities and resources should be shared electronically for students to complete in their own time.

Staff are able to record virtual lessons/screencasts to explain or model learning and videos created should be shared using the school's virtual platform only (i.e. SharePoint at UCGS) and not using any other platform.

When recording virtual lessons for students, staff should:

- Not have any 1:1s set up, groups only available to access learning on the school's virtual platform
- Staff must wear suitable clothing when recording lessons and learning activities.
- Any computers used should be in appropriate areas, for example, not in bedrooms; and the background should be blurred.
- Any recorded teaching and learning should be shared on the school's virtual platform
- Recorded lessons and learning should be kept to a reasonable length of time, no longer than a 'normal' lesson time.
- Language must be professional and appropriate, including any family members in the background.

- Staff must only use platforms provided by Pioneer Educational Trust to communicate with children/pupils/students
- Staff should record, the length, time and date of any record sessions.

Staff must ensure that if they are recording lessons that they do so on a clear screen to ensure that no sensitive data or information can be seen at any point during this time.

The UK Council for Internet Safety provides information to help governing boards and proprietors assure themselves that any new arrangements continue to effectively safeguard children online.

The UK Safer Internet Centre's professional online safety helpline also provides support for the children's workforce with any online safety issues they face.

Recently published guidance from the UK Safer Internet Centre on safe remote learning and from the London Grid for Learning on the use of videos and livestreaming could help plan online lessons and/or activities and plan them safely.