



Lostock Hall CPS ONLINE SAFETY POLICY



This policy has been produced with reference to the Kent Online Safety Toolkit and CEOP current advice (September 2016) and should be read in conjunction with the Computing and Anti-bullying policies.

Aims:

The Head and Governors of LHCPs recognise the importance of e-learning and the significant benefits presented to pupils, staff and parents by the emerging technologies used at home, at school and in the workplace. There are also significant risks inherent in the use of these technologies and this policy aims to minimise these risks by

- ensuring that all with responsibilities in the area of online safety clearly understand their roles and duties
- explaining the School's approach to online safety
- providing a framework for the handling of online safety incidents

This policy should be read in conjunction with other school policies, particularly the Anti-Bullying Policy, Acceptable Use policies, Behaviour Policy and Safeguarding Policy.

Communication:

- Appropriate elements of the online safety policy will be shared with pupils.
- The online safety policy will be available to parents on the School website.
- Pupils and staff will be informed and regularly reminded that network and internet use will be monitored.
- Opportunities to gain awareness of online safety issues and how best to deal with them will be provided for pupils. This should be addressed each year as pupils become more mature and the nature of newer risks can be identified.
- The School online safety Policy will be included in the VLE Staff Handbook and its importance explained to staff by the online safety co-ordinator.
- All teaching and classroom support staff will sign to acknowledge that they have read and understood the online safety policy.

Responsibilities:

Governors

The Chair of Governors is responsible for appointing an online safety Governor, with lead responsibility for online safety, who will:

- review this policy at least annually and as necessary in response to any online safety incident to ensure that the policy is up to date and covers all aspects of technology use within the school.
- keep up to date with emerging risks and threats through technology use
- receive termly updates from the Head in regards to training, identified risks and any incidents
- keep the Chair of Governors and fellow Governors updated on online safety matters • attend the online safety Committee
- provide the Head, Head of Safeguarding and online safety co-ordinator advice on matters connected with online safety
- with the online safety co-ordinator undertake a termly review of how online safety incidents have been dealt with and ensure the policy was effective and appropriately applied in managing

those incidents.

Head

The Head has overall responsibility for online safety within the school and will:

- keep up to date with emerging risks and threats through technology use.
- undertake CEOP training as necessary
- ensure that the designated online safety co-ordinator has had appropriate training and professional development in order to undertake the role
- ensure that all online safety incidents are dealt with promptly and appropriately
- allocate necessary resources to online safety on the advice of the online safety co-ordinator

Online safety Co-ordinator

The day-to-day management of this will be delegated to a member of staff, the online safety co-ordinator (N Benson) who will:

- advise the Head, Governors and staff on all online safety matters
- co-ordinate response to online safety incidents, in consultation with relevant Heads of Section; where Safeguarding issues are involved, the Head of Safeguarding must also be alerted and Safeguarding procedures will be followed
- ensure online safety training throughout the school is planned and up to date and appropriate to the recipient: pupils, staff, senior leadership team and governing body, parents
- keep up to date with the latest risks to children whilst using technology and with the latest research and available resources for school and home use, undertaking any necessary training including CEOP training
- engage with parents and the school community on online safety matters at school and at home • liaise with Surrey Safeguarding online safety team, IT technical support and other agencies as required.
- retain responsibility for the online safety incident log; ensure staff know what to report and how to document concerns or incidents.
- attend the Governors' IT committee (termly strategic group) to represent and report on online safety issues
- review this policy regularly and bring any matters of concern to the attention of the Head.
 - with the online safety Governor undertake a termly review of how online safety incidents have been dealt with and ensure the policy was effective and appropriately applied in managing those incidents.
- brief the Head on online safety incidents and concerns including recommending any necessary changes to policy or practice.

Network Manager

The Network Manager is responsible for ensuring that:

- the IT technical infrastructure is secure.
- anti-virus is fit-for-purpose, up to date and applied to all capable devices.
- operating systems updates are regularly monitored and essential updates applied.
- online safety technical solutions such as Internet filtering or iPad central control systems are operating correctly and safely.
- filtering levels are applied appropriately and according to the age of the user;

that categories of use are discussed and agreed with the online safety co-ordinator and Head.

- passwords are applied correctly to all users regardless of age.
- the Network Manager and his team keep up to date with the latest risks to children whilst using technology, undertaking any necessary training:
 - on the request of the online safety co-ordinator or Head or with their own reasonable suspicions, review and report on individual user activity on the network or school provided devices.
 - the Head and online safety co-ordinator are alerted as a matter of urgency to any vulnerability, security breach, attack or incident known to have caused or likely to have caused (including 'near misses') an online safety risk to pupils or staff.
 - advice is provided to parents who have technical questions about online safety, on request of the online safety co-ordinator.
 - advice on technical matters of online safety is provided to staff when required.
 - IT System Administrator security is in place (to include the regular changing of administrator passwords).
 - patterns of pupil and staff use of the network are regularly monitored; the Network Manager will ensure that any unusual or potentially dangerous uses or incidents are brought swiftly to the attention of the online safety co-ordinator; where Safeguarding issues are involved, the Head of Safeguarding must also be alerted.
 - any issues related to data protection are referred to the Bursar.

All Staff

All teaching and classroom support staff are users of the network and have signed Acceptable Use policies which must be followed. They are also responsible for ensuring that:

- they understand all details within this policy. If anything is not understood it should be brought to the attention of the Head or online safety co-ordinator.
- they understand what cyber-bullying is and respond according to the Anti-Bullying Policy.
 - any online safety incident is reported as quickly as possible to the online safety co-ordinator (who may also refer the reporting member of staff to the Head of Safeguarding), or in his absence to the Head of Safeguarding. Staff who are unsure of whether an incident should be reported should raise the matter with the online safety co-ordinator.
- they seek any support, training or advice they require in this rapidly changing area from the online safety co-ordinator
- they report any copyright or plagiarism issues to the Head

Staff are reminded that online safety incidents often involve Safeguarding issues; School Safeguarding procedures must be followed.

All Pupils

Pupils are responsible for their behaviour on the network and devices provided by the School just as they are in a classroom, the corridor, playground or other school grounds. In order to use the network and devices provided by the School, pupils sign Acceptable Use policies and these must be followed. The boundaries of use of ICT equipment and services for pupils at LHCPs are given in the Student Acceptable Use Policy; breaking these rules or misusing ICT equipment or services will be dealt with in accordance with the Behaviour Policy. Sanctions may include temporary or permanent exclusion, at the discretion of the Head. Cyber-bullying is when a person or a group of people uses the internet, mobile phones, online

games or any other kind of digital technology to threaten, tease, upset or humiliate someone else. (Childline 2013)

Pupils should:

- understand what cyber-bullying is
- understand that the School will not tolerate cyber-bullying and that pupils who cyber-bully, particularly when this is repeated or aggressive in nature, can expect to be suspended or expelled from School.
- understand that being a 'bystander' or passing on images or messages created by cyber-bullies could itself be defined as cyber-bullying.
- be aware that if investigation of an online safety incident suggests that a pupil's misbehaviour may be criminal or pose a serious threat to a member of the public, the Head will contact the Police.

When pupils have a concern or a questions about:

- how others are treating them.
- how a friend or another pupil is being treated.
 - their own behaviour

they are expected to bring this promptly to the attention of a teacher or parent so that help, support and advice can be provided.

Parents and Carers

The School recognises that emerging technologies present significant challenges to parents who often have questions or concerns about online safety and the School will aim, through parents' evenings, VLE (virtual learning environment) updates and briefings from the online safety committee, to keep parents up to date with new and emerging online safety risks, and will involve parents in strategies to ensure that pupils are empowered.

LHCPS strongly recommends that parents follow the advice provided by CEOP (Child Exploitation Online Protection) via the website www.thinkuknow.co.uk as this provides regularly updated information for parents of children of all ages and useful age-appropriate material to look at together with your children.

Through assemblies, form periods, subject lessons and the PSHE programme, online safety is both taught discretely and embedded into our curriculum; pupils will be given the appropriate advice and guidance by staff and made aware of how they can report areas of concern whilst at school or outside of school. Parents should be aware that evidence of cyber-bullying taking place outside of school may result in School sanctions, up to and including expulsion, according to the rules set out in the Behaviour Policy.

LHCPS takes a proactive approach to online safety. Parents should note however that many areas including:

- the number of hours children spend on the internet or using mobile devices at home
- the hours during which children are permitted access to the internet or mobile devices at home
- the types of interaction on the internet permitted (e.g. unregulated contact with peers, contact with strangers) at home

- the security settings and permissions on home equipment and devices
- adherence to gaming/video/social networking age guidelines, regulations and laws.
- permission to join social networking sites or online gaming or chat
- are parenting decisions in which the School can provide advice but over which the School ultimately has no control. It is absolutely essential, therefore, that parents exercise vigilance and take responsibility for these vital aspects of modern family life.
- Parents are responsible for:
 - bringing swiftly to the attention of the online safety co-ordinator (N Benson) or Head of Safeguarding (I Kirkland) any online safety concerns including concerns.
 - over cyber-bullying or inappropriate uses of digital technology.
 - counter-signing the Student Acceptable Use Policy before their child accesses school ICT equipment or services

Parents are reminded that, as in all parenting matters, values and practices vary significantly from family to family. When their children visit friends' homes, parents are advised to discuss in advance with the friends' parents their expectations for access to and use of technology (e.g. mobile phone access, gaming, internet use, DVD age ratings).

Where minor difficulties arise between children of families known to each other in the offline world, parents can often deal with these by sensitive contact with the parents of the child concerned. It will be helpful to keep the School informed of any relevant information. In the event that this approach is not possible or desirable, parents can seek advice from the online safety co-ordinator or School Child Protection Officer. In a serious case which might involve criminal offence or risk to an individual, parents or the School may need to contact agencies such as CEOP (via their website) or the Police: when a child is in immediate danger, 999 should be called. Parents with concerns, questions or suggestions regarding online safety are encouraged to contact the online safety co-ordinator who will be happy to discuss these and to provide advice. Parents and staff are advised that they must not forward to the School digital material (e.g. an offensive image sent to their child) which they believe to be offensive or criminal in nature as this action may in itself constitute a criminal offence.

Online safety Committee

This committee will consist of the Headteacher, Deputy Headteacher, Computing Coordinator, Online Safety Governor and IT technician.

Chaired by the online safety co-ordinator, the online safety Committee is responsible for:

- advising on changes to the online safety policy
 - monitoring the effectiveness of online safety training and awareness in the school
 - recommending further initiatives for online safety training and awareness at the school

Comprising volunteer pupils, parents, online safety co-ordinator, online safety Governor and others as required, the online safety Committee will meet on a termly basis.

Principles and Procedures: online safety in Teaching and Learning at LHCPs

1. Introductory

The internet and related technologies are essential elements of contemporary life for education, business and social interaction. The School seeks to provide pupils with access to the benefits offered by the internet as part of their learning experience. Internet use is a necessary tool for staff and pupils with great potential to enhance the learning of the pupils.

As in all aspects of Safeguarding, all teaching and classroom support staff are responsible for online safety. Staff responsible for teaching and learning will be given appropriate training, updated as necessary, to understand and integrate in their own practice the principles of online safety. Teachers are expected to model good practice to pupils.

Online safety training will be age-appropriate for pupils, will reflect their needs and experiences and will be flexible enough to respond to the ever-changing use of and access to technologies.

2. Authorising internet access

Access to technology at School is considered a privilege and not a right. Pupils are responsible for their behaviour in the online world just as in a corridor, in a classroom or on a pitch.

- a) All staff must read and sign the 'Staff Acceptable Use Policy for ICT' before using any School ICT resource. They must also read and sign the Teacher iPad acceptable use policy before use.
- b) The School will maintain a current record of all staff and pupils who are granted access to School ICT systems and iPads.
- c) At Key Stage 1, access to the internet will be by adult demonstration with directly supervised access to specific, approved on-line materials.
- d) All pupils and parents must read and sign the 'Pupil Acceptable Use Policy for ICT' before using any School ICT resource. Pupils must also read and sign the 'Pupil iPad Acceptable Use Policy' before use. When School-provided iPads are sent home with pupils, parents will also sign the iPad Acceptable Use Policy.
- e) Any person not directly employed by the school will be asked to sign an acceptable use policy before being allowed to access the internet from the School site.

3. General Internet online safety

- a) Pupils will be taught what internet use is acceptable in School and what is not and given clear objectives for internet use. Research tasks set on the internet should have clear guidelines; the instruction to research a topic without such a framework is not considered an acceptable prep assignment. Pupils will be educated in the safe, effective use of the internet in research, including the skills of knowledge location, retrieval and evaluation. Pupils will be shown how to publish and present information appropriately to a wider audience.
- b) Pupils will be taught how to evaluate internet content and should be taught to be critically aware of the materials they read and shown how to validate information before accepting its accuracy.
- c) The school will seek to ensure that the use of internet derived materials by staff and by pupils complies with copyright law.
- d) Pupils will be taught how to recognise and report unpleasant internet content (e.g. using the CEOP Report Abuse button). Reminders will be provided on a termly basis.
- e) Pupils will be taught about the importance of keeping passwords private and how to create strong passwords.

4. In School Guidelines for use of IT/iPads

Staff and pupils at all stages of the School have access to iPads on either a 1-1 or shared trolley basis. The School recognises that the use of mobile devices requires careful risk management and increased online safety education.

In order to use a mobile device at School, pupils must sign a Pupil iPad Acceptable Use policy, agreeing the online safety statements set out in Appendix 1: online safety Guidelines for iPad Use. Staff must also sign an iPad Acceptable Use Policy including arrangements for online safety.

For further information please see the IPad acceptable usage policy.

5. Email

- a) All members of the community are reminded that while email is convenient it is not necessarily the best method of communicating within the community. Emails can be sent in haste and can be open to misinterpretation. School users are asked to consider in particular: whether this message can and should be delivered in person; whether this message meets School expectations of kindness and consideration.
- b) Pupils must immediately tell a teacher or parent if they receive offensive email whether from a friend or stranger. They should not reply but should show the message to a teacher or parent.
- c) Pupils must not reveal personal details of themselves or others in School email communication, or arrange to meet anyone without specific permission.
- d) Email communication between staff and pupils must only take place via a School email address or from within the VLE and will be monitored.
- e) Incoming email should be treated as suspicious and attachments not opened unless the author is known.
- f) The forwarding of chain letters or messages from anonymous sources is not permitted.
- g) Emails sent to groups from School email addresses (more than 3 addressees) should use 'bcc' rather than listing email addresses. Users should be sensitive to protecting the privacy of others' email addresses.
- h) Pupils and staff may only use approved email accounts on the school system with the exception of residential staff who may use private email addresses for private business in residences only.
- i) Pupils are educated about the dangers of phishing and spam e mails.

6. Social networking and personal publishing on the VLE by pupils

- a) Pupils and parents will be advised that the use of social network spaces outside school brings a range of opportunities; however it does present dangers for primary and secondary aged pupils. Pupils will regularly be reminded of the importance of digital reputation, the permanence of digital footprint, and about appropriate disclosure of information. Parents and pupils are strongly advised to follow CEOP guidance on use of social networking sites.
- b) The school will control access to social networking sites, and will provide advice (in annual online safety parent sessions and at other times on request) on their safe use at home. The VLE has some social networking-type functions; when these are used (for example if a number of pupils are asked to collaborate on a shared project) they will be moderated by staff.
- c) Newsgroups will be blocked unless a specific use is approved
- d) Pupils will be advised never to give out personal details of any kind which may identify them or their location. This includes removing location functions from apps and sites which may 'geo-tag' images.
- e) Pupils must not place personal photos or moving image on the VLE without teacher permission
- f) Images from the VLE must not be published on social network sites nor should any pupil identify himself or herself as a member of the school on a social network site either directly or indirectly (e.g. photograph in school uniform, use of a school email). Pupils must not make reference to the School, pupils or staff on social networks without written permission of a member of staff.
- g) Pupils will be advised to use nicknames and avatars when using social networking sites.
- h) Pupils should understand that the School will not tolerate cyber-bullying on social networking sites and that pupils who cyber-bully, particularly when this is repeated or aggressive in nature, can expect to be suspended or expelled from School.

6a – Sexting and the distribution of images online- please see separate Sexting Policy.

7. Website and VLE publication by staff

- a) The contact details on the website are the school address, email and telephone number. Staff and pupils' personal information will not be published.
- b) Photographs and news stories that include pupils will be selected carefully and will not identify pupils by full names.
- c) Photographs and moving image of pupils will be used only in accordance with the parental agreement signed on admission.
- d) Use of pupils' full names will be avoided on the website or VLE, including in blogs, forums or wikis, particularly in association with photographs.
- e) Staff will not, other than on the School website, newsletter and VLE, publish information about or images of pupils in any form, print or electronic, without permission of the Head and relevant parents.

8. Managing emerging and mobile technologies

- a) Emerging technologies will be examined for educational benefit and risks evaluated before use in school is allowed. The advice of the Governors' IT Committee may be sought.
- b) Mobile phones and associated cameras will not be used during lessons or formal school time except as part of an educational activity. The sending of abusive or inappropriate text messages is forbidden.
- c) Mobile telephones are not permitted in School for pupils. If a pupil needs to bring a telephone for any reason (e.g. travel by bike or bus), it must be checked in and out of the School Office at the beginning and end of the day.
- d) No device that can be used to access the internet, send texts or emails or store images is permitted in School for pupils.
- e) Cameras and recording equipment must only be brought to School with a teacher's permission and must be stored according to the teacher's instructions. No image (still or moving) or audio recording taken in School or from any School activity must be posted on the internet without written permission from a member of staff.
- f) Staff will use a school phone whenever possible where contact with pupils or parents is required.
- g) Pupils are educated about the dangers and consequences of 'sexting'.

9. Protecting personal data

Personal data will be recorded, processed, transferred and made available according to Data Protection law: for any queries connected with this please see the Bursar who is also the Data Protection Officer.

10. Monitoring and Managing IT Risks

- a) The School will take all reasonable precautions to prevent access to inappropriate material. However, due to the international scale and linked internet content, it is not possible to guarantee that unsuitable material will never appear on a School computer or device. The school cannot accept liability for the material accessed, or any consequences of internet access.
- b) Any teacher or parent who is aware that pupils have been or may have been exposed to unsuitable material must report this as an online safety incident to the online safety co-ordinator who will assess the situation. Response may include contacting the Head of Safeguarding and informing parents.
- c) The School will monitor ICT use to establish if the online safety policy is adequate and

that the implementation of the online safety policy is appropriate and effective.

11. Managing filtering

- a) The School will ensure systems to protect pupils are reviewed and improved and that the filtering methods selected are appropriate, effective and reasonable. Within school we use BT Lancashire Internet Filtering (Lightspeed Systems) and Sophos Anti-Virus.
- b) If staff or pupils come across unsuitable on-line materials, the site must be reported to the online safety Coordinator.
- c) A log of any incidents may be useful to identify patterns and behaviours of the pupils.

12. Handling online safety concerns

- Concerns regarding online safety will be dealt with initially by the online safety co-ordinator
- Within school we have an agreed procedure flowchart which fits inline with the Lancashire agreed model.
- Any concern or complaint about internet misuse by the staff must be referred to the Head.
- Concerns which involve Safeguarding must be dealt with in accordance with school
- Safeguarding procedures
- LHCPS Complaints Procedure is available to all parents online; referral to the online safety co-ordinator in the event of a complaint will usually equate with the first stage of the procedure
- LHCPS will ensure that pupils, parents and staff are informed annually, via the Behaviour Policy, of the consequences and sanctions for misuse of the internet and emerging technologies
- In the event that a parental complaint relates to the online safety co-ordinator or member of staff, parents are asked to contact the Head
- Following the report of an online safety incident, the online safety co-ordinator will take action which may include:
 - inviting relevant parties (this may include pupils, parents, staff) to discuss the incident, its impact, how it can be resolved and how repetition can be avoided
 - providing online safety advice .
 - briefing staff
 - seeking external agency advice.

Where cyber-bullying is deemed to have taken place, the Anti-Bullying policy will be followed. If investigation of an online safety incident suggests that a pupil's misbehaviour may be criminal or pose a serious threat to a member of the public, the Police may be contacted, at the discretion of the Head.

Person Responsible:
NB Reviewed: May
2017
Next Review:
September 2018

Appendix 1: online safety Guidelines for iPad Use (Used in conjunction with the Ipad acceptable use policy)

- I will not allow the iPad to be used by anyone else and understand that anything done on the iPad signed out in my name will be my responsibility.
 - I understand that using a Pupil iPad is a privilege, not a right.
 - The main reason I am issued with an iPad is to support my learning. If, in the opinion of my teachers, the iPad is not supporting my learning or being properly used, it will be taken away.
 - On School grounds I will only use the iPad in lessons and only use it as instructed by my teachers. If I want to use my iPad outside of a lesson, I will need to get permission from a teacher before doing so.
 - At School the iPad must only be used with the filtering or networking standards applied by the IT Manager and I must under no circumstances seek to get round filtering.
 - I will not 'stream' on the iPad unless told to do so by a teacher. I understand that it is important that my use of the iPad does not stop others from having access to the use of the internet on site for essential teaching and learning purposes. If I am not sure whether a particular use of the iPad or an app is likely to be a problem, I will check with the IT Manager.
 - I will not engage in any online chat, gaming or contact with people whom I have not met without authorisation of a teacher.
 - I will not post or publish any material with the School iPad, created by me or others, without authorisation of a teacher.
 - I will not buy or sell anything using the School iPad, including in-app purchase, without authorisation of a teacher.
 - LHCPS places the highest priority on safeguarding and promoting the welfare of its pupils. If I am aware that any of the rules set out in this agreement are being broken or that anything about my use, or another pupil's use, of the iPad may be dangerous or is worrying me, I will immediately inform a teacher.
 - I will be aware of cyber-bullying and will report any cyber-bullying behaviour to a teacher and to parents as a matter of urgency
- I am aware that cyber-bullying is treated just as seriously as face-to-face bullying and that getting involved in cyber-bullying behaviour will have serious consequences which may involve being suspended or asked to leave the School.
- I will only make recordings (photographs, video and sound) with teacher permission and with the knowledge and agreement of the subject of any recording.
 - I will not publish, digitally or otherwise, anything created on a Pupil iPad, without the knowledge and consent of the IT Manager. I understand that putting any images or recordings made on the Pupil iPad on the internet without teacher permission will be seen as very serious misconduct and might mean that I am suspended or asked to leave the School
 - I understand that I am not allowed to send, access, upload, download or distribute offensive, threatening, pornographic, obscene, or sexually explicit material and that doing so will have serious consequences and might mean that I am suspended or asked to leave the School.

Appendix 2: Rules for IT (from Code of Conduct)

Rules for IT (from Code of Conduct and extracts from Pupils Acceptable Use Policy).

- i) You are responsible for your behaviour on the network and devices provided by the School just as you are in a classroom, the corridor or games pitch.
- ii) Use of IT is a privilege and not a right. In order to use the network and devices provided by the School, you have signed an IT Acceptable Use policy and this must be followed. If you break it, this may mean you have no access to computers at School. Serious incidents could lead to suspension or expulsion. If you are not sure whether an activity is permitted, check with the Network Manager.
- iii) Mobile telephones are not permitted in School for day pupils. If you need to bring your telephone for any reason (e.g. travel by bike or bus), it must be checked in and out of the School Office at the beginning and end of your day.
- iv) No device that can be used to access the internet, send texts or emails or store images is permitted in School for day pupils.
- v) Cameras and recording equipment must only be brought to School with a teacher's permission; and must be stored according to the teacher's instructions. No image (still or moving) or audio recording taken in School or from any School activity must be posted on the internet without written permission from a member of staff.
- vi) If you have a 1-1 or shared iPad, you must follow all the instructions given by your teachers regarding its use and storage, and you must keep to the iPad Acceptable Use Policy.
- vii) You must not identify yourself as a member of the School on a social network site either directly or indirectly (e.g. photograph in school uniform, use of a school email). You must not make reference to the School, pupils or staff on social networks without written permission of a member of staff.
- viii) Responsible behaviour online is expected, in and out of School. Serious sanctions will follow any attempt to humiliate, ridicule or intimidate others online.

- It is important that you understand what cyber-bullying is:
Cyber-bullying is when a person or a group of people uses the internet, mobile phones, online games or any other kind of digital technology to threaten, tease, upset or humiliate someone else. (Childline 2013)
- The School will not tolerate cyber-bullying and pupils who cyber-bully, particularly when this is repeated or aggressive in nature, can expect to be suspended or expelled from School
- Being a 'bystander' or passing on images or messages created by cyber-bullies could itself be defined as cyber-bullying.
- If investigation of an online safety incident suggests that a pupil's misbehaviour may be criminal or pose a serious threat to a member of the public, the Head may contact the Police.
- When you have a concern or a question about how others are treating you in the cyber-world.
- How a friend or another pupil is being treated.
- Your own behaviour

You are expected to bring this promptly to the attention of a teacher or parent so that help, support and advice can be provided.



Radicalisation and Extremism



The school's safeguarding policy which is available on our website (www.lostockhallcps.co.uk) and in school, covers Radicalisation and Extremism.

Indicators of Vulnerability to Extremism and Radicalisation

1. Radicalisation refers to the process by which a person comes to support terrorism and forms of extremism leading to terrorism.
2. Extremism is defined by the Government in the Prevent Strategy as: Vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs. We also include in our definition of extremism calls for the death of members of our armed forces, whether in this country or overseas.
3. Extremism is defined by the Crown Prosecution Service as: The demonstration of unacceptable behaviour by using any means or medium to express views which:
 - Encourage, justify or glorify terrorist violence in furtherance of particular beliefs.
 - Seek to provoke others to terrorist acts.
 - Encourage other serious criminal activity or seek to provoke others to serious criminal acts.
 - Foster hatred which might lead to inter-community violence in the UK.
4. There is no such thing as a "typical extremist": those who become involved in extremist actions come from a range of backgrounds and experiences, and most individuals, even those who hold radical views, do not become involved in violent extremist activity.
5. Pupils may become susceptible to radicalisation through a range of social, personal and environmental factors - it is known that violent extremists exploit vulnerabilities in individuals to drive a wedge between them and their families and communities. It is vital that school staff are able to recognise those vulnerabilities.
6. Indicators of vulnerability include:
 - Identity Crisis – the student / pupil is distanced from their cultural / religious heritage and experiences discomfort about their place in society.
 - Personal Crisis – the student / pupil may be experiencing family tensions; a sense of isolation; and low self-esteem; they may have dissociated from their existing friendship group and become involved with a new and different group of friends; they may be searching for answers to questions about identity, faith and belonging.
 - Personal Circumstances – migration; local community tensions; and events affecting the student / pupil's country or region of origin may contribute to a sense of grievance that is triggered by personal experience of racism or discrimination or aspects of Government policy.
 - Unmet Aspirations – the student / pupil may have perceptions of injustice; a feeling of failure; rejection of civic life.

- Experiences of Criminality – which may include involvement with criminal groups, imprisonment, and poor resettlement / reintegration.
- Special Educational Need – students / pupils may experience difficulties with social interaction, empathy with others, understanding the consequences of their actions and awareness of the motivations of others.

7. However, this list is not exhaustive, nor does it mean that all young people experiencing the above are at risk of radicalisation for the purposes of violent extremism.

8. More critical risk factors could include:

- Being in contact with extremist recruiters.
- Accessing violent extremist websites, especially those with a social networking element.
- Possessing or accessing violent extremist literature.
- Using extremist narratives and a global ideology to explain personal disadvantage.
- Justifying the use of violence to solve societal issues.
- Joining or seeking to join extremist organisations.
- Significant changes to appearance and / or behaviour.
- Experiencing a high level of social isolation resulting in issues of identity crisis and / or personal crisis.

9. Preventing Violent Extremism -Roles and Responsibilities of the Single Point of Contact (SPOC),

The SPOC for Lostock Hall Community Primary School is Ian Kirkland (Head Teacher), who is responsible for:

- Ensuring that staff of the school are aware that you are the SPOC in relation to protecting students/pupils from radicalisation and involvement in terrorism.
- Maintaining and applying a good understanding of the relevant guidance in relation to preventing students/pupils from becoming involved in terrorism, and protecting them from radicalisation by those who support terrorism or forms of extremism which lead to terrorism.
 - Raising awareness about the role and responsibilities of Lostock Hall CPS in relation to protecting students/pupils from radicalisation and involvement in terrorism.
- Monitoring the effect in practice of the school's RE curriculum and assembly policy to ensure that they are used to promote community cohesion and tolerance of different faiths and beliefs.
 - Raising awareness within the school about the safeguarding processes relating to protecting students/pupils from radicalisation and involvement in terrorism.
- Acting as the first point of contact within the school for case discussions relating to students / pupils who may be at risk of radicalisation or involved in terrorism.
 - Collating relevant information from in relation to referrals of vulnerable students / pupils into the Channel* process.
 - Attending Channel* meetings as necessary and carrying out any actions as agreed.
 - Reporting progress on actions to the Channel* Co-ordinator.
- Sharing any relevant additional information in a timely manner.

* Channel is a multi-agency approach to provide support to individuals who are at risk of being drawn into terrorist related activity. Channel was first piloted in 2007 and rolled out across England and Wales in April 2012. Channel is a programme which focuses on providing support at

an early stage to people who are identified as being vulnerable to being drawn into terrorism. The programme uses a multi-agency approach to protect vulnerable people by:

- Establishing an effective multi-agency referral and intervention process to identify vulnerable individuals;
- Safeguarding individuals who might be vulnerable to being radicalised, so that they are not at risk of being drawn into terrorist-related activity; and
- Providing early intervention to protect and divert people away from the risks they face and reduce vulnerability.