



E-Safety Policy

Date written / reviewed	September 2026
Date of next review	September 2029
Headteacher	<i>R Swaby</i>
Chair of Governors	<i>M Hopkins</i>

Intent

At Delph Primary School, our ambition is for our children to be competent and confident in their use of technology in an increasingly digital world.

We want our children to make responsible, safe, and creative choices both inside and outside of the school setting. Our aim is for our children to become digitally literate and be able to participate fully in the digital world irrespective of ability, background, ethnic origin, or gender.

The aim of this policy is to ensure that existing policies: (Safeguarding and Child Protection, Behaviour and Anti-Bullying, Emotional and Mental Wellbeing) are applied to the digital environment. As such, these policies are regularly reviewed and updated in accordance with the guidance from the Local Authority and the Department for Education.

This policy covers:

- Managing online technology and digital media in school.
- Safeguarding and child protection procedure.

Roles & Responsibilities

The Headteacher & Governing Board

- Involvement in focus groups to develop policy and practice.
- Overseeing standards of Computing.
- Collaboration with the Computing Subject Leader(s) to identify need for staff / pupil training.
- Working in partnership with the school allocated IT technician to ensure that appropriate security and filtering systems and processes are implemented.

The Designated Safeguarding Lead (DSL) and Deputy DSLs

- Provide advice and support to staff on child welfare and child protection matters.
- Take part in strategy discussions and inter-agency meetings and/or support other staff to do so.
- Contribute to the assessment of children.
- Refer suspected case as appropriate to the relevant body (Local Authority children's social care, Channel programme, Disclosure and Barring Service, and/or police) and support staff that make referrals directly.

The School Allocated IT Technician

In partnership with the Headteacher and Governing Board:

- Ensuring an appropriate level of security protection procedures, such as filtering and monitoring systems on school devices and networks which are reviewed and updated where necessary.
- Ensuring that equipment has an appropriate level of protection against viruses and malware.
- Blocking access to potentially inappropriate or harmful websites and where possible, preventing the downloading of potentially inappropriate or harmful files.
- Providing children with secure passwords and usernames where necessary, for example, Google Classroom or TT Rockstars.
- Supporting staff with any security concerns regarding school equipment and devices.

The Computing Subject Leader(s)

- Work in partnership with SLT and the school allocated IT technician to monitor the effectiveness and maintenance of resources.
- Reviewing long term, medium, and short term planning to ensure key E-safety content is being taught and delivered.
- Writing, modifying, and reviewing in consultation with other staff members and governors, the policy document for E-Safety.
- Providing and delivering training (where appropriate) in collaboration with the DSL and SLT, regarding E-safety.

The Class Teacher and Support Staff

- Planning and delivering the Computing Curriculum ensuring key E-safety content is taught (class teacher).
- Use of AI to support teaching and planning must be critically evaluated. Staff must not upload personal, confidential, or safeguarding-related information or images to AI tools. All AI use must fully comply with GDPR and the school's data protection policy (see AI policy for more detail).
- Following Delph Primary School's Safeguarding and Child Protection Policy if there is a safeguarding concern with support of SLT and the DSL.
- Communicating promptly to the school allocated IT technician where there is a security concern with a device, application, or software.
- Professional communication with parents and pupils to occur only through approved, official school systems.

Pupils

With support from class teachers:

- Responsible use of school digital technology and resources in accordance with the Pupil Acceptable Use Policy.
- Pupils will keep passwords private.
- As age appropriate, have a good understanding of research skills and copyright.
- As age appropriate, to understand the importance of reporting abuse, cyberbullying, misuse, or access to inappropriate or harmful material and know how to do so.
- As age appropriate, pupils will be expected to understand appropriate use of mobile phone and other smart devices (for example smart watches), see Mobile Technology Policy for more information.
- As age appropriate, children should have an awareness of taking and sharing images.
- Pupils will agree to our 'Delph Digital Expectations Pass' (see appendices) as appropriate to key-stage. If pupils breach the agreements outlined on our E-safety Passports, this will be dealt with in accordance with our Behaviour Policy.

Parents and Carers

- Ensuring that images and videos taken at school events are of their children only (unless permission is given from other parents and carers). Where videos and images feature other children, this media should be for personal use only and not uploaded to social media or shared without the consent of other parents or carers.
- Having an awareness of their child's digital presence and ensuring appropriate parental controls and restricting access to potentially inappropriate or harmful content.
- If parental consent is given for children to have social media on home devices, parents should ensure that appropriate privacy settings are enabled.
- Supporting school in upholding high E-safety standards and reporting any concerns to school directly.
- Ensuring that if their child brings in a mobile phone into school that this is turned off and handed into the office on arrival. Parents and carers should also complete the corresponding permission slip, (see Mobile Technology Policy for more detail).

Monitoring & Evaluation

Policy and practice for E-Safety is monitored and evaluated on a regular basis in accordance with the school development planning cycle, advice from the Local Authority, and the Department for Education.

The provision of Computing and digital resources will be monitored by the subject leader(s) in conjunction with SLT and the appointed IT technician.

Data Protection Statement

The procedures and practice created by this policy have been reviewed in the light of our Data Protection Policy. All data will be handled in accordance with the school's Data Protection Policy.

Data Audit for the Computing Policy					
What?	Probable Content	Why?	Who?	Where?	When?
Pupil assessment data Pupil log-in details for various apps e.g. Nessy, TTRockstars, RBA	Name D.O.B. Test data Teacher Assessment data Passwords	To ensure pupils can safely access school apps to support learning Monitor a child's progress and identifying next steps Well-Being of Your Child	All Staff (as necessary)	Staff electronic records Data is deleted / shredded as necessary Classroom-copies of passwords for pupil log ins	Held on File throughout a child's time at school Key data is passed onto a new School when moving on Some data is archived until the child is 25 (e.g. SEND pupil)

As such, our assessment is that this policy:

Has Few / No Data Compliance Requirements	Has A Moderate Level of Data Compliance Requirements	Has a High Level of Data Compliance Requirements
	✓	

This policy will be reviewed every three years or sooner if legislation / school assessment systems change.

Appendices

1. KS1 Delph Digital Expectations Pass

Signed by pupils in KS1 at the beginning of each academic year.

KS1 Delph Digital Expectations Pass



I will look after the iPads, Chromebooks, and any other equipment and handle them with care.



I will only use the devices, websites, or apps that an adult has told me to use.



I will keep my passwords private.



I will only download files or images with an adult's permission.



I will only take photographs or videos with an adult's permission.



I will tell an adult if I see something online that has upset or worried me.

I understand that by signing this I agree to these expectations and I know that these expectations are in place so I can enjoy technology safely.

Pupil Name:	Year Group:
Pupil signature:	Date:

PASSED

2. KS2 Delph Digital Expectations Pass

Signed by pupils in KS2 at the beginning of each academic year

KS2 Delph Digital Expectations Pass



I will look after the iPads, Chromebooks, and any other equipment and handle the devices with care.

I will only use the devices, websites, or apps that an adult has told me to use.

I will keep any searches relevant to my learning.

I will keep my passwords private.

I will only download files or images with an adult's permission.

I will only take photographs or videos with an adult's permission.

I will tell an adult if I see something online that has upset or worried me.

I will be responsible when using devices at home and school and will be kind and keep my personal information private.

I will keep the device settings as they are, such as the background or home-screen image. If I accidentally change the settings I will tell an adult.

I understand that by signing this I agree to these expectations. I agree that these expectations are in place so I can enjoy technology safely.

Pupil Name:	Year Group:
Pupil signature:	Date:

PASSED