

STUDENT E-SAFETY & ACCEPTABLE USE POLICY

1. Why This Policy Exists

Technology is part of everyday life. We use computers, tablets and the internet to help us learn, research and communicate.

Compass Learning & Education wants everyone to:

- Feel safe online
- Know how to report concerns
- Use technology responsibly
- Understand risks such as inappropriate content, harmful contact or unsafe behaviour

Online risks can include:

- **Content** – seeing harmful or inappropriate material
 - **Contact** – being contacted by someone unsafe
 - **Conduct** – behaviour online that causes harm to yourself or others
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2. Our Expectations of Students

When using any device in the provision (or your own device where permitted), you agree to:

- Use technology for learning purposes only
- Follow staff instructions at all times
- Treat others respectfully online
- Not search for or share inappropriate material
- Not attempt to bypass filtering systems
- Not share personal information (address, phone number, passwords)
- Not record or photograph others, ever, whilst on site
- Keep your passwords private
- Report anything that makes you feel uncomfortable

All internet use may be monitored for safeguarding purposes.

3. Social Media

Students must:

- Not use social media during the school day
- Not post negative, harmful or offensive comments about staff or other students
- Not share images of others without consent
- Not create fake accounts or impersonate others
- Not attempt to “follow” or “friend” a member of staff on social media

Online behaviour outside of the provision that affects the safety or wellbeing of others may be addressed under the Behaviour Policy.

4. Potential Online Dangers You May Face

Being online can be positive, but there are risks. It is important that you understand what they are so you can protect yourself.

You may come across:

Inappropriate Content

This includes material that is violent, sexual, racist, extremist, harmful or upsetting. Sometimes this appears accidentally through links, adverts or pop-ups.

Online Grooming

An adult (or sometimes another young person) may pretend to be someone else online to gain your trust. They may:

- Ask for personal information
- Request photos
- Try to move conversations to private platforms
- Offer gifts or money
- Encourage secrecy
- Share extremist views

If anyone makes you feel uncomfortable, pressured or scared, tell a trusted adult immediately.

Cyberbullying

This includes:

- Hurtful messages
- Group chat exclusion
- Sharing embarrassing images
- Fake accounts
- Spreading rumours

Online bullying can happen at any time and can feel overwhelming. You should always report it.

Exploitation

Some young people are targeted online and encouraged to:

- Share images
- Send money
- Meet in person
- Carry out illegal activity
- Share harmful content

This may involve manipulation, pressure or threats.

Sexting / Sharing Explicit Images

Sending or sharing explicit images of yourself or others can:

- Be illegal
- Cause serious harm
- Be shared beyond your control

Never feel pressured to send images. If you have already done so, tell a trusted adult so we can help you safely.

Misinformation & Fake News

Not everything online is true. Some content is designed to:

- Manipulate opinions
- Spread hate
- Cause fear
- Mislead people

Always check sources and ask staff if unsure.

Online Challenges & Harmful Trends

Some online trends encourage dangerous behaviour. Just because something is popular does not mean it is safe.

You are not expected to deal with these risks alone.

If something feels wrong — report it.

5. Online Safety – Keeping Yourself Safe

If something happens online that worries you:

- Tell a trusted adult immediately
- Speak to the Designated Safeguarding Lead (DSL)
- Use the safeguarding email (if available)
- Do not respond to harmful messages

You will **not** be in trouble for reporting concerns.

You can also access support from:

- Childline (0800 1111)
 - NSPCC
 - Police (101 non-emergency / 999 emergency)
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5. Artificial Intelligence (AI)

If using AI tools (e.g. ChatGPT):

- Use them only when staff say it is appropriate
 - Do not submit AI work as your own without permission
 - Check information carefully
 - Do not input personal information
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6. Consequences of Misuse

If technology is used in a way that:

- Causes harm
- Breaks the law
- Puts others at risk
- Breaches safeguarding expectations

The provision may:

- Remove device access
 - Inform parents/carers
 - Apply behaviour sanctions
 - In serious cases, contact external agencies
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Student Agreement

I understand how to use technology safely and agree to follow this policy.

Student Name: _____

Signature: _____

Date: _____

Parent/Carer Signature: _____