E-SAFETY AND ICT PROVISION

Purpose

We recognise that the safety of children is paramount and are aware of the growth of internet use and the advantages this can bring. However, we are also aware of the dangers and strive to support children, staff, and families in using the internet safely.

Policy

Within the nursery, we do this by:

- Ensuring we have appropriate antivirus and anti-spyware software on all devices and updating them regularly
- Ensuring content blockers and filters are on our computers, laptops, and any mobile devices
- Ensuring cloud services are NOT used without Company knowledge. It is imperative that employees DO NOT open cloud services accounts or enter into cloud service contracts for the storage, manipulation or exchange of company-related communications or company-owned data without the Company's input. If unsure whether a service is cloud-based or not, please contact the Senior Leadership Team
- The use of cloud computing services for work purposes must be formally authorised by the Senior Leadership Team. We will certify that security, privacy and all other IT management requirements will be adequately addressed by the cloud computing vendor.
- For any cloud services that require users to agree to terms of service, such agreements must be reviewed and approved by the Company.
- Employees must not share log-in credentials with co-workers.
- The use of such services must comply with all laws and regulations governing the handling of personally identifiable information, corporate financial data or any other data owned or collected by the Company
- Personal cloud services accounts may not be used for the storage, manipulation or exchange of company-related communications or company-owned data.
- Ensuring management monitors all internet activities in the setting
- Using approved devices to record/photograph in the setting
- Never emailing personal or financial information
- Reporting emails with inappropriate content to the internet watch foundation (IWF www.iwf.org.uk)
- Ensuring children are supervised using internet devices
- Integrating e-safety into nursery daily practice by discussing computer usage 'rules' deciding together what is safe and what is not safe to do online
- Discussing with children about 'stranger danger' and deciding who is a stranger and who is not, comparing people in real-life situations to online 'friends' e.g. use of PC Paws (PC Paws guidance)
- Encouraging staff and families to complete a free online e-safety briefing which can be found at https://moodle.ndna.org.uk
- Abiding by an acceptable use policy, ensuring staff only use the work IT equipment for matters relating to the children and their education and care. No personal use will be tolerated

- Monitoring children's screen time to ensure they remain safe online and have access to material that promotes their development.

ICT PROVISION

Purpose

We are committed to developing children's awareness of ICT for purposeful play and for staff to monitor children's learning.

Guidance

We hope to develop a further effective practice for ICT provision through:

- Using electronic devices to capture and celebrate children's learning (evidence for learning journeys).
- To use ICT to inspire children's interests and learning, and support adult-led learning and child-initiated play.
- To use replica and non-working ICT items to inspire imaginatively and role-play and understanding of how resources are used for a purpose – staff model how equipment is used and plan experiences for them to consolidate learning.
- Children are encouraged to use ICT resources outdoors in active learning opportunities to recall experiences and build on their learning as well as take ownership of their learning using ICT.
- The staff endeavour to use ICT in all areas of the curriculum and discuss how we use ICT on a daily basis involving the parents, i.e. when out shopping using the scanner for food, crossing the road and pressing the button to wait for the green man.
- Use of Digital Tables will be monitored. The age and stage of the children will be assessed, and suitable programmes used. Children will be supported in the use of the Digital Tables. Digital Tables do not allow access to the internet without an adult and there are limits and security systems in place to prevent access to inappropriate programmes etc.
- Use of devices will be monitored. The age and stage of the children will be assessed, and suitable programmes used. Children will be supported in the use of the devices. Access to the internet via the devices the children will be supervised.

Reflection: We continue to develop practice further thorough evaluation:

- Introducing new ICT provisions to the children and promoting active learning through ICT by observing children and planning based on their interests.

Associated documents

- Data Protection policy
- Electronic Devices, Social Network, Social Media policy
- E-Safety guidance
- PC Paws guidance