

# St Mary's Catholic Primary School

*Living and Learning Together – Shining in our Faith*



## Summary of Online Safety Policy 2025

(Reviewed and approved by Curriculum Committee – September 2025  
To be reviewed: September 2026)

### **Who is responsible for updating and implementing the Online Safety Policy?**

Mrs Preston, Mrs McGrath and Mr Les Rippon are responsible for updating the policy and ensuring that all staff, parents/carers, pupils and visitors adhere to the policy.

It is the responsibility of the whole St Mary's Catholic Primary School community to implement the policy when using digital technologies and accessing online materials and websites.

### **What do I need to do as a parent/carer?**

Ensure that your child has signed and understood the Acceptable Use Policy. Model excellent behaviours when using online and digital technologies. Ensure that your child/children have a good understanding of how to keep themselves and others' safe online and when using digital technologies and understand how they should behave when using digital technology.

### **What to do if I have a concern about content, behaviours and other online safety issues?**

If you have a concern related to the school setting or school digital technology, please contact Mrs Preston or Mrs McGrath at school via email or telephone.

If the issue you are concerned about does not relate to school, you can find information to support you on the school website, within the online safety page, including a link to CEOP which can provide you with support and advice.

### **How does St Mary's Catholic Primary School minimise the risk when using digital technologies?**

The school has very clear policies which are followed by all staff and pupils.

The school receives technical support and advice from Educational Digital Services and BT Lancashire Education Services. The school systems include a rigorous filtering system and monitoring procedures are in place to monitor online activity.

We have clear and concise procedures for reporting and dealing with any online safety issues.

Acceptable Use agreements are signed by staff and pupils, clearly defining expectations and procedures.

### **What advice and training is available for staff, parents and pupils?**

Staff and Governors receive regular updates about online safety, it forms part of our annual Child Protection and Safeguarding training.

Parents are offered the opportunity to take part in training available in school. Guidance and support for online safety can be found on our online safety page published on our school website.

The curriculum within school educates the children to understand online safety and become responsible digital citizens, through the Computing and PSHE curriculum. We also have a dedicated online safety week annually to support the children's learning.

Parents have access to our monthly Online Safety Newsletters, these are full of up to date help and support for parents. Please remember to go on the website to access these.

### **Can I take photographs and videos of my child when they are participating in school events?**

When your child joins the St Mary's Catholic Primary School family we send out slips to ask for permission to use video and photographic images of your child/children as part of the school induction package.

Parents/carers have the right to refuse this permission for a variety of reasons, and the school respect your decision.

It is our responsibility to keep the whole school community safe and therefore there will be circumstances where taking photographs and video of your child/children will not be permissible. We ask all parents and carers to respect these times and understand that the school has clear policies and procedures in place to protect our whole school community.

On occasion you may be permitted to take photographs or video. However, we insist that you follow the school's guidance in these situations. If permitted, it is only permitted for your own personal use only and images of children should not be shared on social media sites, or shared using other platforms, especially if there are other children visible in the picture or video. You do not have permission from the other children's parents or carers to share and use their images.

If parents or carers do take or share images without permission, we will immediately ask for you to delete the images from these platforms and may refuse permission for you to take photographs and images at other events.

Mobile phones can only be used in 'Safe Zones' around the school which are clearly signposted.

If you have any questions or concerns about online safety, please don't hesitate to contact us. We will be happy to discuss these questions and concerns.