

Federation Approach to Web Filtering: Information Sheet

Web-filtering and Monitoring Arrangements at The Park Federation Academy Trust

Rationale

The Park Federation Academy Trust ensure that online safety is of the highest priority in order to keep children safe in an online world.

Our aim is to ensure all children:

- are safe when using technology in school through robust web filtering and monitoring systems that are regularly reviewed
- are aware of how to keep themselves safe when online outside of school
- can identify the online risks
- know what to do and who to go to if they feel unsafe online

What are web-filtering and monitoring systems?

Web-filtering and monitoring systems provide a safe environment to learn and work by protecting pupils and staff from harmful and inappropriate content online. What's seen to be harmful will depend on each pupil.

What's my role?

All staff need to:

- Follow policies and procedures as outlined in the Child Protection and Safeguarding Policy and the Online Safety Policy
- Report any problems to the DSL and Online Safety Lead
- Monitor what's happening on screens

Who's responsible for our system and procedures?

- The DSL takes lead responsibility for filtering and monitoring reports and any safeguarding concerns that appear
- The Senior leadership team makes sure staff understand their roles, reviews the effectiveness of our systems and oversees reports
- IT service provider, **LGfL Webscreen**, has technical responsibility for maintaining and managing our system
- In addition to LGfL Webscreen, we also use **YouTube Strict** and **Google Safe Search** to ensure appropriate filtering is in place. Chrome Books also have
- whole class monitoring mode so that class teachers can see what pupils are accessing during lessons.

What to do if you feel filtering systems have been breached

- If a member of staff becomes aware of a breach they **MUST** report it to the following members of school staff immediately:
 - Principal
 - DSL
 - Network Manager
- Network Manger will take take necessary steps to resolve the matter within the network.
 - DSL Hub Leads (LM and RP) will be able to bypass this step in the event of a significant safeguarding concern, giving them the ability to block a threat at the filtering level.
 - Once this initial reporting has been made, the Digital Lead and Online Safety Lead will also be alerted of the breach.
 - The device will be removed from use whilst the concern is being investigated.
 - Access to the internet may be restricted during the investigation.
 - Nominated school staff will support children/staff members impacted by this by providing online safety education and pastoral support.
 - Parents will be informed and the incident logged on CPOMs if appropriate
 - Children will be praised for reporting concerns.
 - The schools DSL will follow the Child Protection and Safeguarding Policy and the Online Safety Policy.

What do we mean by a breach?

- A breach may be inappropriate material that has been seen, or reported to have been seen, on any school device. This could be by staff or children. This could be deliberate or accidental.
- A breach could be a child being seen, or reported to have been seen, searching for or viewing inappropriate material on a school device.
- The Network Manager will take appropriate steps to ensure that the web filtering systems are working appropriately.
- The Network Manager will review categories that are blocked and not blocked to ensure that web filtering is working appropriately.
- The Network Manager will inform appropriate staff when the concern has been addressed, including the CEO.
- Internet and device usage will resume once the matter has been resolved and/or the web filtering system is deemed safe for use.

How is information on web-filtering and monitoring communicated between the school and the Network Manager?

Each term, there is a federation web-filtering and monitoring meeting between the the CEO - Dr Martin Young, DSL Hub Leads for Slough and Hillingdon - Rebecca Pinkney and Lorna Mitchell, Safeguarding Representative for the Board - Ranisha Dhamu, Federation Digital Lead - Carolyn Hillarious and the Federation Network Manager - Raymond McPhail. During these meetings the following is discussed and reviewed:

- A review of the categories available to staff and pupils and what is blocked and not blocked - the team will decide if any changes need to be made.
- A decision on whether any schools have felt there has been any over blocking in their academies.
- A summary from the Network Manager on any breaches reported at any school, cyber attacks or any filtering and monitoring problems or developments have arisen.
- As a team any patterns and trends will be discussed.
- Hub DSLs then disseminate this information to their DSLs and Principals.

Where should I go if I need to remind myself of this information?

You can find these details in the appendices of our Child Protection and Safeguarding Policy and our Online Safety Policy on our website.

Information for schools can also be found here - [Meeting the standard](#)

Key Contacts

Principal – Kelly Wright

DSL – Kelly Wright

DDSL – Ramya Logathas, Kate Sibley, Rhonda Swift

Online Safety lead - Kelly Wright

Network Manager – Raymond McPhail itmanager@theparkfederation.org