



LOCATION : SCHOOL HANDBOOK, SECTION 2, DOCUMENT 23

E-SAFETY POLICY

“This policy should be read as part of a collection of policies that together form the overall Safeguarding Policy and procedure for Abbey Court School.”

All staff employed at Abbey Court are subject to this policy.

This policy covers:

- **Social Networking**
- **Abbey Court School Internet Access Policy**
- **Sensible use of emails/Internet**
- **Sexting**
- **The policy for the use of mobile phones**

Section 1 Social Networking Policy

1. Introduction

The widespread availability and use of social networking applications bring opportunities to understand, engage and communicate with our audiences in new and exciting ways. It is important that we are able to use these technologies and services effectively and flexibly. However, it is also important to ensure that we balance this with our duties to our School Community and partners, our legal responsibilities and our reputation.

For example, our use of social networking applications has implications for our duty to safeguard children, young people and vulnerable adults.

2. Purpose

The purpose of this policy is to ensure:

- all children are safeguarded
- that Abbey Court School, its leaders and governors are not exposed to legal risks;
- that the outstanding reputation of Abbey Court School, staff and governors at the school are not adversely affected;
- that any users are able to clearly distinguish where information provided via social networking applications is legitimately representative of Abbey Court School.

3. Scope

This policy covers the use of social networking applications by School Employees and Governors and by partners or other third parties on behalf of the School.

These groups are referred to collectively as ‘Staff’ for the purpose of this policy.

The requirements of this policy apply to all uses of social networking applications which are used for any school or local authority related purpose and regardless of whether the applications are hosted corporately or not. They must also be considered where Staff are contributing in an official capacity to social networking applications provided by external organisations.

Social networking applications include, but are not limited to:

Blogs, Online discussion forums, Collaborative spaces, Media sharing services, 'Microblogging' applications. Examples include Twitter, Facebook, Instagram, Snapchat, Whatsapp, YouTube etc.

Many of the principles of this policy also apply to other types of online presence such as virtual worlds.

All Staff should bear in mind that information they share through social networking applications, even if they are on private spaces, are still subject to copyright, data protection and Freedom of Information legislation, the Safeguarding Vulnerable Groups Act 2006 and other legislation. They must also operate in line with the School and Local Authority Equality and Safeguarding Policies.

School staff will not invite, accept or engage in communications with parents or children from the school community to any personal social networking sites while in employment at Abbey Court School.

Any communication received from children to Staff must be immediately reported to the Head Teacher – Designated Safeguarding Lead and procedures for safeguarding followed.

If a School Representative is made aware of any other inappropriate communications involving any child and social networking. These must be reported immediately as above.

School internet policy must be used at all times when children use ICT and access the internet in school (See the Computing policy).

4. Staff Training

The policy is introduced to staff during their induction and subsequently regular opportunities are scheduled in teaching staff meetings. Whole staff briefings are also used to reiterate this policy and to consider scenarios enable staff to appreciate the potential consequences scenarios include:

Scenario

- A member of staff is a friend of a pupil's parent on Facebook.
- Discuss
- The Parent is unhappy about a teacher at the school; names her and makes derogatory comments about her discuss.

Scenario

- A member of staff creates a 'closed' Abbey Court staff Facebook group and adds staff members as friends who can accept the request.
- Discuss the scenario
- If you like, or post, or discuss anything ... that can be shared with others not in the group ...

Scenario

- A member of staff creates a 'closed' Abbey Court staff Facebook group and adds staff members as friends who can accept the request.
- In fact it wasn't a member of staff, but someone pretending to be
- Now discuss the scenario
- Parent; disgruntled ex-member of staff; criminal ...

5. Enforcement

Any breach of the terms set out below could result in the application or offending content being removed in accordance with the published complaints procedure and the publishing rights of the responsible School representative being suspended.

The Local Authority reserves the right to require the closure of any applications or removal of content published by Staff which may adversely affect the reputation of the School or put it at risk of legal action.

Any communications or content you publish that causes damage to the School, Local Authority, any of its employees or any third party's reputation may amount to misconduct or gross misconduct to which the School and Local Authority Dismissal and Disciplinary Policies apply.

Where applications allow the posting of messages online, users must be mindful that the right to freedom of expression attaches only to lawful conduct.

Abbey Court Community School expects that users of social networking applications will always exercise the right of freedom of expression with due consideration for the rights of others and strictly in accordance with these Terms of Use.

Section 2 - Internet Access Policy

Background

The Internet is a valuable resource that can raise educational standards by offering both pupils and teachers opportunities to search for information from a very wide range of sources based throughout the world. As with any school resource, computing needs to be organised and managed to maximise its effectiveness and the contribution it can make to developing and supporting the educational policies of the school. Some of the information to be found on the Internet may be inappropriate for pupils, and it is wise to have a policy in place that takes this into account. This policy will help to define appropriate and acceptable use by both staff and pupils and offer a focus for continual debate.

I. The Internet in Abbey Court School

1. The use of the Internet enhances pupils' educational opportunities by offering unlimited access to information at the control of a switch. It offers pupils with learning difficulties wider opportunities to handle information.
2. The effective use of the wealth of material on the Internet will be monitored by the computing subject leader through access to the computer files; responses to questionnaires; monitoring planning and through staff meetings on a regular basis.
3. Internet use brings the opportunity for accessing up-to-date educational articles and information to the professional work of school staff. The school is enabled to stay at the forefront of curriculum development whilst offering its own expertise to a wider audience.
4. Abbey Court will endeavour to raise its profile as a service to the community offering expertise in all issues pertaining to learning difficulty. Abbey Court School's relationship with the Medway community will be enhanced through the improved access to communications.

2. The Internet in the Curriculum

5. Internet access is planned into the curriculum through the Schemes of Work. Additionally the computing capability coverage plan will map out entitlement for access to computing by all pupils and ensure that individual capability is targeted and recorded effectively.
6. Abbey Court is aware that the pupils will be likely to access the Internet in a wide range of contexts both within, and outside school. Apart from using the Internet to support learning in the traditional school classroom, pupils will benefit from opportunities to access the Internet in lunchtime clubs, in youth clubs, public libraries and other community services, in Internet cafés and shops, and at home. Internet Access is for during curriculum time only whilst the appropriate supervision is available.
7. The computing subject leader, reporting to the SMT and Governors will be responsible for developing pupil and staff research skills including the effective, reasonable and legal use of information retrieved.
8. Pupil's work will only be published on a website with prior agreement from the Senior Management Team. Termly the school newsletter is uploaded to the school website.
9. The use of E-mail by pupils will only be under the direct supervision of a member of staff.
10. Pupils will be taught to follow sensible rules for personal safety. This is included in Abbey Court's Personal, Social and Health Education policy. It is the responsibility of all staff to take responsibility for the development of basic skills as opportunities arise.

3. Responsibility

11. If pupils or staffs report receipt of unacceptable material to teachers then this should be treated as a child protection issue and reported as per the Abbey Court Child protection policy. The Designated Safeguarding Lead (DSL) will report any pertinent information to the computing subject leader and/or Network Manager for action.
12. This policy will be distributed to parents and subsequently available on request
13. Permission will be sought from parents before pupils are allowed Internet access using the parents' permission letter at the end of this policy which is included in the school's admissions documentation.
14. Staff and pupils are also required to sign the acceptable use statements at the end of this policy.

4. Internet Access

15. Access to the Internet is currently available in the school through a managed broadband service. This service monitors the appropriate use of the technology.
16. All pupils will be supervised by staff whilst accessing the Internet. For higher achievers who are able to access the Internet independently individual arrangements and agreements will be made with reference to the computing subject leader.
17. The school's access to the internet is via Medway's Broadband systems which are managed as a contracted service by Atomwide. Atomwide provides a filtering system appropriate to the needs of schools.
18. The Network Manager is responsible for password security on all computers.

5. The Legal Context

There is no legal definition of the term 'pornography' and there are few legal precedents relating to the use of the Internet. There are a number of laws which are likely to apply to the use of the Internet in certain circumstances including the Obscenity Acts of 1959 and 1964, The Protection of Children Act 1978, The Indecent Displays Act 1981, The Criminal Justice Act 1988, The New Internet Defence Defamation Act 1996, The Data Protection Act 1998 and The Telecommunications (Lawful Business Practice) (Interception of Communication) Regulations 2000. The use of a computer system without permission or for a purpose not agreed by Abbey Court School could constitute a criminal offence under the Computer Misuse Act 1990. In many cases, laws relating to copyright, libel, obscenity or incitements to racial hatred are likely to apply to the use of the Internet.

In conclusion, while the legal position is not always well defined, there is a legal framework that could be applied to Internet use and new Acts continue to tighten up on Internet use.

6. The Ethical Context

Abbey Court School recognises its overall moral responsibility and it's duty to provide protection for the pupils in its care. Parents expect Abbey Court to promote high standards in relation to the use of computers and the Internet whether or not the material being accessed is necessarily illegal.

The possibility of inappropriate use of the Internet by pupils is something that needs to be well understood by teachers and other staff, all of whom may come into contact with the problem. Teachers may be faced with accidental access to inappropriate material during the course of a lesson, or may encounter pupils who are explicitly searching for such material. It is part of the school's responsibility to its staff to ensure that they are never placed in a situation for which they are not prepared and where they are unaware of the school's policies.

Strategies for preventing misuse of Internet access.

a. Educational Strategies

As previously mentioned, there are two main approaches to Internet access, education and management. Pupils may be educated to develop a responsible attitude to computer and Internet use within and outside the school environment with the intention that pupils can make the right decisions if they understand the issues. Abbey Court School will also need to regulate Internet access. Pupils cannot be relied upon to foresee danger. Faced with

suspect material, the pupils will not have the experience or maturity to make informed judgements. Internet access at Abbey Court is likely to be directly controlled by an adult working with a small group of pupils. For our higher achievers a rules approach may be appropriate, whereby a code of conduct is agreed or set. Both types of approach, education and regulation, may be appropriate depending on age and maturity of the pupils.

Pupils' use of the Internet may be greater at home than in school, and we may need to extend the educational approach to include parents where appropriate. Families may need to be helped to develop strategies to cope with the knowledge and influences introduced by the Internet and to understand the consequences for their lives.

The Internet makes available an even wider range of material than CD-ROM, TV and video although many pupils still simply copy entire articles and images uncritically. Pupils' information handling skills in selection and in checking origin, currency and accuracy have become vital. Maturity in the application of this information will result from improved knowledge and awareness of the Internet.

b. Management Strategies

Within the curriculum planning process, management will review the contribution made by Internet use to teaching and learning. Schools will wish to ensure that they have done everything reasonably possible to ensure appropriate and safe use of the Internet. (Which includes this internet access policy).

IT systems are expensive and are becoming critical to efficient curriculum delivery as well as to school administration. To reduce any misuse of computer facilities, the school is allocating resources for the implementation of technical strategies and ensuring that they are effective.

By setting the criteria for use and access, staff and pupils will be reminded that the school's IT system has been installed to enhance and extend pupils' education.

The school will need to take a view on the degree of pupil autonomy in Internet access and the balance between privacy and control. The approach to supervision of Internet access will vary according to age and ability. (If a high achiever is allowed to access the net alone then secure (see c. below) or agreed access will need to be considered).

Wherever pupils interact with the public by telephone, e-mail or web site, particular care is required to ensure the communication is appropriate. Pupils need to follow sensible rules for personal safety, for instance never giving full name, a home address or telephone number. Appropriate use may take time to develop.

c. Technical Strategies

Technical solutions to social issues cannot be expected to be fully effective by themselves, but they should form an important part of a holistic approach.

Restricting access to inappropriate material is often the first issue to be tackled. Four overlapping approaches have evolved. These can be referred to as blocking, approved lists, filtering and rating, although these categories are often confused.

1. A blocking strategy generally removes access to a list of unsuitable sites or newsgroups. Maintenance of the list is a major task as it may contain thousands of sites, and changes must be made frequently.
2. An alternative strategy is to permit access only to approved sites - the *walled garden* approach, but it is difficult to predict the breadth of pupils' questions.
3. Filtering examines the content of Web pages or e-mail messages for unsuitable words. The advantage is that no prior work is required, but there are problems, for instance with a Web page containing images only. Filtering of Web searches reduces pupils' opportunities to locate unsuitable material.
4. Rating systems give each Web page a rating for sexual content, profanity, violence and other unacceptable content. Web browsers can be set to reject any pages not rated appropriately for the pupil. At present few pages have been rated and, without a consistent international approach, rating is unlikely to become a viable strategy.

As new sites appear every day, none of these systems can be completely fool proof and a combination of approaches will be required. It may be important to establish who decides what is appropriate and whether the criteria used suit the pupils in Abbey Court School.

Abbey Court School
Acceptable Internet Use Statement

For Staff

The computer system is owned by the school and is made available to students to further their education and to staff to enhance their professional activities including teaching, research, administration and management. The school's Internet Access Policy has been drawn up to protect all parties - the students, the staff and the school.

The school reserves the right to examine or delete any files that may be held on its computer system or to monitor any Internet sites visited including on portable devices provided by the school for staff to use for school purposes. (The Network Manager calls in all devices at least twice a year for updates and checks; this opportunity will also be used for the inspection of the equipment regarding this).

Staff requesting Internet access should sign a copy of this Acceptable Internet Use Statement and return it to the IT Subject leader for approval.

- All Internet activity should be appropriate to staff professional activity or the student's education;
- Access should only be made via the authorised account and password, which should not be made available to any other person;
- Activity that threatens the integrity of the school computing systems, or activity that attacks or corrupts other systems, is forbidden;
- Users are responsible for all e-mail sent and for contacts made that may result in e-mail being received;
- The use of school computing systems for private e-mails or Internet access is prohibited at all times and the school has the right to monitor incoming and outgoing e-mails to ensure adherence to this policy
- Use for personal financial gain, gambling, political purposes or advertising is forbidden;
- Copyright of materials must be respected;
- Posting anonymous messages and forwarding chain letters is forbidden;
- As e-mails can be forwarded, intercepted or inadvertently be sent to the wrong person, the same professional levels of language and content should be applied as for letters or other media;
- Use of the network to intentionally access inappropriate materials such as pornographic, racist or offensive material is forbidden.
- Whilst it is not practical nor appropriate to restrict access to the internet by the staff at home, any school information remains of a confidential nature and must not be shared or published via the internet. This will constitute a breach of confidentiality (also reference the Confidentiality Policy).
- Staff must also be aware that involvement in discussion groups, blogs and social network systems (e.g. Facebook and Instagram) should be for personal interest only. The discussion of issues and information pertaining to Abbey Court School, would also be a breach of confidentiality and would lead to disciplinary action. (These sites are not secure and the information can be accessed by anyone that chooses to do so).

Full name:.....

Signed:..... Date:.....

Parents' permission letter

Dear Parent,

Internet Permission Form

As part of the school's 'Computing' programme we offer pupils supervised access to the Internet. Before being allowed to use the Internet, all pupils must obtain parental permission and both they and you must sign and return the enclosed form as evidence of your approval and their acceptance of the school rules on this matter.

Access to the Internet will enable pupils to explore thousands of libraries, databases, and bulletin boards while exchanging messages with other internet users throughout the world. Families should be warned that some material accessible via the Internet may contain items that are illegal, defamatory, inaccurate or potentially offensive to some people.

Whilst our aim for Internet use is to further educational goals and objectives, pupils may find ways to access other materials as well. We believe that the benefits to pupils from access to the Internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages. But ultimately, parents and guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. To that end, the school supports and respects each family's right to decide whether or not to apply for access. During school, teachers will guide pupils will toward appropriate materials. Outside of school, families bear the same responsibility for such guidance as they exercise with information sources such as television, telephones, movies, radio and other potentially offensive media.

We would be grateful if you could read the enclosed guidance documents and then complete the permission form which follows.

Yours sincerely

Ms Karen Joy
Headteacher

Internet Parent Permission Form

Please complete and return this form to the Headteacher.

Pupil

As a school user of the Internet, I agree to follow the school rules on its use. I will use the network in a responsible way and observe all the restrictions explained to me by the school.

Pupil Signature _____ Date: ___/___/___
(Sign by, or on behalf of, the pupil)

Parent

As the parent or legal guardian of the pupil signing above, I grant permission for my son or daughter to use electronic mail and the Internet. I understand that pupils will be held accountable for their own actions. I also understand that some materials on the Internet may be objectionable and I accept responsibility for setting standards for my daughter or son to follow when selecting, sharing and exploring information and media.

Parent Signature _____ Date ___/___/___

Name of Pupil _____

Section 3 Sensible use of emails/Internet

This is general guidance to help prevent the spread of viruses now and in the future.

This guidance applies to all email/Internet use, whether it is at school, or at home.

Computer Viruses are a constant threat, and they are always evolving to “beat the system”. Computer Viruses spread in a variety of ways, but with more and more people using the Internet and emails to communicate, this is the most common medium for the distribution of viruses. New viruses are found every day, so it is important for all of us to be careful when opening/reading emails, and when using the Internet in general.

Whenever you read an email, you should always be wary of its contents, as even messages from people you know can be hiding viruses. Viruses can hide themselves within attachments or website links that will normally have a genuine sounding name to try and fool people into opening them (your file.doc for example).

Common file extensions for viruses are .doc .exe .zip .pif .scr and .com (although there are others). The email itself will normally consist of a short message along the lines of “please see the attached file” (although this message will vary).

If this file is opened, it will ‘infect’ the machine, and the virus will do what it has been programmed to do, which is normally to restart your machine, delete files on your machine, and to send copies of itself to as many other machines as possible.

To enable the virus to spread, it will look at your email program’s address book, and send an infected message to everyone you know (which is how you will often receive infected emails from someone you have regular contact with).

As a rule of thumb, it is best to delete any message that you are not sure of, especially if it has an attachment. As mentioned before, you can often receive infected messages from people that you know, but you should be able to tell if the message is genuine or not.

When a colleague sends you an email with an attachment, they will normally put your name at the start, a message in the middle, and their name at the end of the message. They would not normally just say “look at the attachment”.

If you are not sure about it, why not ask the person (if possible) if they are trying to send you something (before you open it of course). If they say no – delete it!

We are lucky in School because Medway has virus detection software on the email system that detects *most* viruses before they even reach our inboxes, but unfortunately it cannot block everything. If you use your own email account at home, your email provider may have a similar system in place, but it is not always the case.

For this reason it is also important that each machine that connects to the Internet has an up-to-date virus scanner installed. The virus scanner will alert you to any suspicious files and will help you get rid of any viruses that your computer may pick up.

There has recently been an increase of viruses that spread through the Internet. These viruses are slightly more dangerous, as all you need is an active Internet connection to stand a chance of being infected; you do not need to open an email, or inadvertently open a file. These viruses spread by searching for vulnerabilities in software that you are using, such as Windows or Internet Explorer. These vulnerabilities are made public by the company that created the software once they have a “patch” to repair the problem. Once the Virus writers find out about the vulnerability, they find a way of writing a virus to take advantage of the problem.

If you have Internet access at home it is advisable to visit the Microsoft download site, which will enable you to download all of the necessary patches for such vulnerabilities (this can be found at windowsupdate.microsoft.com – follow the on-screen instructions to download), and will help keep your Windows software up-to-date. It is a simple process that will help ensure your computer stays virus free.

You also need to ensure that you have an up-to-date virus scanner at all times; otherwise you could damage your machine and infect others without knowing it.

Examples of commonly used Anti-virus software are Norton Anti-virus, Sophos Anti-virus and McAfee Virus Scan (there are many others available), which should be available from most computer retailers.

Medway Grid for Learning curriculum provide Sophos anti-virus to all staff with a Medway U.S.O address.

You may find that using an Internet Firewall is beneficial, as it stops unauthorised programs (and sometimes people) from accessing details on your computer. For further information regarding Firewalls – see the useful websites section at the end of this document.

Summary:

- If you get any suspicious looking emails – Delete them straight away.
- It should not harm your computer if you just read an infected message. The harm is done when you open the attachment.
Do not open any attachment you are not sure of.
- If you get a message from someone you know – try to compare it to the “usual” messages you receive from that person. If it just tells you to look at an attached document – it is probably a virus.
- Make sure you have an up-to date virus scanner on your home machine.
- You should visit the Microsoft downloads site to ensure your home machine is always protected against known vulnerabilities in Windows and related software.

Section 4 ‘Sexting’: Definition and Advice

There are a number of definitions but for the purposes of this advice sexting is defined as:

Images or Videos that are of a sexual nature or are indecent and are generated

- by pupils, or
- of pupils

These images are shared by young people and/or adults via a mobile phone, handheld device or website.

Steps to take in the case of an incident:

1. Follow the standard child protection and safeguarding policies.
2. Record the incident and immediately report it to the Designated Safeguarding Lead (DSL)
3. Do not search a device, copy or printout ‘evidence’ simply inform the DSL who will decide upon the appropriate course of action.

Section 5 The Use of Mobile Phones and Driving : Applies to Private and School Phones

Introduction

Mobile phones are now seen as an essential means of communication. However, it is widely recognised that using a mobile phone whilst driving is unsafe, can distract the driver and could lead to an accident. Research has shown that drivers using mobile phones drove too close to the vehicle in front, failed to maintain speed control and wandered about on the road. All the available evidence shows that it is the conversation and not the physical act of using the phone that is the main distraction.

This policy applies to all Medway Council employees including those in community and voluntary controlled educational establishments. The Governing Body of voluntary aided and foundation schools may wish to adopt this policy for use within their establishments.

What does the Law say?

As from 1st December 2003 it is illegal for a person driving a motor vehicle on a road to use a hand-held mobile phone or hand-held device (except a two-way radio) that performs an interactive communication function by transmitting or receiving data. This is under the Road Vehicles (Construction and Use) (Amendment) (No.4) Regulations 2003.

It is also an offence under these regulations for an employer to cause or permit an employee to use a hand-held mobile phone or hand-held device.

Employees are reminded that it is an offence under the Road Vehicles (Construction and Use) Regulations 1986 for a person to drive a motor vehicle if they do not have proper control of the vehicle. This means you still risk prosecution if you use a hands-free phone or similar device when driving.

The Medway Council Policy

Medway Council is committed to providing its employees with a safe place of work, including safe practices and procedures, and this includes the period employees are driving during the course of their work.

Employees must not use a hand-held mobile phone while they are:

- Driving;
- Stopped at traffic lights;
- In a traffic jam or any other form of traffic hold-up; and,
- In any other unsafe location.

Use of a hand-held mobile phone includes using any function on the phone such as text messaging and picture messaging.

A mobile phone consisting of a wire and an earpiece is not classed as hands-free and must not therefore be used whilst driving.

Employees should ensure before they commence their journey that either the phone is switched off or the messaging service/voicemail/call divert is switched on. If an employee inadvertently forgets to comply with this and the phone rings whilst they are driving they should not answer the phone and return the call when safely parked (ie. With the engine switched off).

Employees are encouraged to take frequent breaks from driving for extended periods and to check for messages during those breaks.

The only time an employee is permitted to use a hand-held mobile phone whilst driving is to call the emergency services on 112 or 999 in response to a genuine emergency and where it would be unsafe or impracticable to stop driving in order to make that call.

All the above also applies to the use of a hand-held device (except a two-way radio) that performs an interactive communication function by transmitting and receiving data.

The use of a hands-free mobile phone (installed in a recognised hands-free kit) and two-way radios whilst driving is not prohibited under this policy. However, as research has indicated that it is the conversation that is the main distraction, hands-free kits should not be supplied to employees unless there is a genuine and real operational need for the employee to be contactable by phone whilst driving. If this is the case a risk assessment must be made by the manager to identify the most appropriate kit to be fitted and the employee trained in its use. All employees who use these

devices must still comply with the principles of safety that underpins this policy and wherever possible find a safe place to stop when they are in use.

If an employee rings someone and it becomes apparent the person is driving the employee must politely check if they are using a hands-free mobile phone and if not, terminate the call immediately, suggesting the person parks safely and rings them back.

Monitoring and Review

This corporate policy must be communicated at both a corporate and directorate level to ensure all employees are aware of its contents. This policy will be reviewed after the first year of implementation to assess the effectiveness of the measures introduced and then on a 3-yearly basis or after a significant event whichever is the sooner.

At Abbey Court School blue tooth hands free kits are provided for the use of the Head and Deputy Headteacher. No other staff are asked or required to use a mobile phone whilst driving.

Mobile phone cameras

For the purpose of safeguarding children and confidentiality, staff must not use their mobile phones whilst in school (including educational visits; work experience; inclusion etc.). The school provides digital cameras for this purpose. The use of a personal Mobile Phone to take photos of pupils in any context would also be a breach of confidentiality and would lead to disciplinary action.

(November 2019)

Danny Stewart November 2020

Related Policies

Confidentiality policy
Complaints Procedure
Safeguarding and Child Protection Policy
Single Equality Policy
Computing Policy