

Acceptable Internet Use Policy

Grass Roots Nursery Group: Acceptable Internet Use Policy

Purpose:

To establish guidelines for the use of internet resources at Grass Roots Nursery Group, ensuring safe and responsible online behaviour.

Key Principles:

- **Safety and Well-being:** Protect the safety and well-being of children and staff online.
- **Responsible Use:** Promote responsible and ethical internet use.
- **Legal Compliance:** Adhere to relevant laws and regulations regarding internet use.

Acceptable Use

- Use internet resources for educational and work-related purposes.
- Respect copyright laws and intellectual property rights.
- Avoid accessing or sharing inappropriate or harmful content.
- Use appropriate language and behaviour online.
- Report any concerns or incidents related to online misuse.

Prohibited Use

- Access or distribute illegal or harmful content.
- Engage in cyberbullying, harassment, or discrimination.
- Share personal information of others without their consent.
- Download or install unauthorised software.
- Use internet resources for personal gain or commercial purposes.
- Sharing personal passwords or pins for the nursery software.

Monitoring and Supervision

- The nursery will monitor internet usage on tablets and laptops to ensure compliance with this policy.
- Staff will supervise children's internet use and provide guidance.
- Ensure individuals are signed out of their family app once used
- Key workers are responsible for photo permissions for their individual children, this is moderated by management.
- Consideration needs to be made about you, your family and close friends personal digital footprint and the implications of your role as an early years professional. This includes being aware of what others may include you in on social media.
- It is recommended that staff do not accept friend requests or communications from learners or their family members (past or present).
 - If there is a pre-existing relationship, this should be discussed with the DSL and/or the manager, who will need to consider how this is managed, provide staff with clear guidance and boundaries and record action taken.

Consequences

- Violations of this policy may result in disciplinary action, including suspension or termination of employment.

Training and Awareness

- The DSL has overall responsibility for online safety and is a mentor to the staff team.
- We provide training to staff on safe internet use and digital citizenship through Calderdale Safeguarding Board Virtual College.
- Promote awareness of online risks to children and how to protect oneself online, including having this as part of our nursery curriculum
- Promote safer internet use with our families through our newsletter and newsfeed.
- Staff need to be aware that no matter what privacy settings are used, anything posted online can become public and permanent and could be misinterpreted and or used without their knowledge or consent.
- During regular training sessions, discussions around online expectations and behaviours of the individual team member and their family and friends.

Review and Updates

- Regularly review and update the policy to reflect changes in technology and regulations.

By implementing this Acceptable Internet Use Policy, Grass Roots Nursery Group can create a safe and responsible online environment for children and staff.