

Name: Springside

Type: Special schools

Organisation ID: 3547013

Local Authority: Rochdale

Registered: 19/10/2020

Last Update: 09/09/2021

Last Login: 10/09/2021

Aspects Complete: 21 / 21

Level: **1.7**

Progress:  100%

Level	Current Position	Evidence	Improvement Plan	Online Safety Mark
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**MF** [Policy and Leadership](#) ▶ [Responsibilities](#) ▶ [Online Safety Group](#)

Online safety is considered, actioned and planned for within the early help team as we believe it forms part of the overall safeguarding of our learners.

Early help team has all SLT on it in addition to other relevant staff.

Learners interests/ risks identified within class and through communication with families, this is then included in discrete lessons as appropriate and/or issued as advice to families through the website, social media and text messages.

2

There is a link Governor for safeguarding and a link Governor for the curriculum; dependent on whether it is a direct safeguarding risk or a change to the curriculum, the Governor will be informed by the lead member of staff during the regular link Governor visits or more urgently as required.

Information is shared if relevant at Governing body meetings.

Cpoms forms a key part of the recording and communication for reporting and actioning.

All staff and those learners who are able to, know who to report/ share information/ concerns with and how to escalate.

Early help safeguarding team established with roles clear.

'Parental guides' shared in response to new risks/ concerns.

Individual lessons adapted to meet the needs of the learners and content relevant to new risks/ interests of the learners.

Regular link Governor meetings.

Regular Governing body meetings.

Cpoms utilised effectively.

Parental workshops to be reestablished.

Parent/ Carer group to identify and risks/ concerns and support families.

Families, staff and learners (where appropriate) to be consulted on the updated 'Online Safety' policy.



MF

Policy and Leadership > Responsibilities > Online Safety Responsibilities

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1

Online safety is delivered within safeguarding training to all staff. Governors have access to the safeguarding training. Specific online/ safety update given to all staff with up to date policy for esafety and acceptable use. Continuous updating of the school website and information sharing via social media to all families when new concerns/ risks are identified including steps to prevent/ reduce these. Online safety forms part of the overall safeguarding of all learners by all staff, any incidents or concerns are recorded on cpoms and actioned as required. esfatey/online safety is embedded within the curriculum as appropriate to the learners (age and cognitive ability specific).

Safeguarding training logs for staff and governors, including KCSIE 2021. Training scheduled in autumn term to coincide with the esafety policy changing to an 'online safety policy'. Simple 'Parental guides' accessible on school website and shared to all staff and families through social media and via text message. Updated as required (e.g. new app). Cpoms is updated as required by staff, actioned by senior leaders/DSL/DDSL. Safeguarding supervision regularly held, linked specifically to cpoms/ current issues/risks. esfatey/online safety is embedded within the curriculum as appropriate to the learners (age and cognitive ability specific) - see curriculum pathways and theme mapping.

Curriculum scheme of work for PSHE to detail exact content of online safety content. Esafety policy to transition to 'Online Safety' policy for 2021; staff, learners and families to be consulted and updated training to be given following this for staff and families.



MF

## Policy and Leadership > Responsibilities > Professional Standards

1

Staff are all aware of the need for professionalism and sensitivity. School utilises website and, in particular, social media well. A range of communication methods used to ensure as many families as possible are informed.

Cpoms logs checked by SLT and Early Help team, actioning as appropriate. Safeguarding supervision held regularly. Training given to all school staff, tailored to the needs of the school and current 'issues'. School website updated regularly, social media used and engagement is positive. School website, Facebook, Twitter, Instagram, Text message, Email, Home/School bag used as appropriate.

Continue to monitor the use of all effectively, addressing any concerns.



MF

## Policy and Leadership > Policy > Online Safety Policy

2

Current esafety policy reflects previous curriculum.  
 Learners (where relevant), staff and families all consulted on the policy.  
 Policy is in-date and not due to be updated but is currently under review, specifically to reflect the changes in the curriculum.  
 Policy clearly cross references all other relevant policies.  
 Day to Day safeguarding and actioning of incidents managed in a low-key effective manner.

e-Safety policy in place and in date.  
 Policy clearly cross references all other relevant policies.  
 Cpoms used regularly and effectively.

eSafety Policy to be updated to 'online safety', reflecting the changes in KCSIE and the curriculum which now recognises and reflects the different requirements of learners in terms of age, role and need.  
 Learners to be utilised to help deliver online safety support.



MF

### Policy and Leadership > Policy > Acceptable Use

2

Acceptable use policy in place and up-to-date.  
 Policy requires updating in line with changes in the curriculum.

Acceptable use policy.  
 Policy references previous curriculum and approach.

Policy to be updated to reflect changes in the curriculum, which considered the different requirements according to age, role and need.



MF

### Policy and Leadership > Policy > Reporting and Responding

More than one reporting route is made available.  
 Reports are logged and regularly audited and monitored.  
 Users are confident that they can approach responsible persons if they have worries about actual, potential or perceived online safety incidents.  
 The school actively seeks support from other support agencies in dealing with online safety issues.  
 Staff and learner consultation has been part of the decision making process.  
 The school acknowledges and celebrates positive use.  
 Users understand that the school may take action and intervene, where appropriate, in online incidents that take place beyond school.  
 Strategies are regularly reviewed in the light of current practice and changes in technology.

2

Cpoms reporting by staff, face to face reporting.  
 Parents can inform in person, via telephone/ email with class teacher and DSL/DDSL.  
 Incidents are logged on cpoms, reviewed and actioned by the early help team and safeguarding supervision regularly reviews this.  
 Learners share concerns as appropriate with members of staff at different levels as selected by themselves.  
 The school actively seeks support from the LA, IPLCN, local police, social care, IT support and safer internet to be up-to-date with current risks/ issues.  
 Staff and learners were consulted on the policy.  
 The school acknowledges and celebrates positive use through website, social media and text messages.  
 Users understand that the school may take action and intervene, where appropriate, in online incidents that take place beyond school.  
 Strategies are regularly reviewed in the light of current practice and changes in technology, see website 'parental guides'.

Policy to ensure there are clearly known and understood systems for reporting online safety incidents.  
 Policy to be updated to reflect how the school is rigorous in monitoring and applying an appropriate and differentiated range of strategies.



MF

**Education ► Children and young people ► Online Safety Education Programme**

Schemes of work and curriculum themes consider the needs of all learners.  
 The Prevent strategy is updated with all staff as required, online safety forms a key part of this.  
 Policies and the curriculum considers relevant national strategies and frameworks that are relevant for the learners at Springside.

3

Learners follow 3 pathways, only in the Investigative is it taught as a discrete lesson as it deemed that these learners are at a cognitive understanding level to require and understand this.  
 The Prevent strategy updates with all staff take place.  
 Curriculum tailored to the needs of the learners.  
 Policies in place.

Policies need updating to reflect safeguarding updates, KCSIE 2021 and curriculum changes.  
 Policy needs to identify specific areas that are taught for learners.  
 Learners to become involved in online safety education.



MF

**Education ► Children and young people ► Contribution of Young People**

Learners feedback is gathered through interactions with staff and monitoring of favoured apps/ websites/ videos, in conjunction with families.

2 School's curriculum and online safety programme is tailored specifically to the needs of the learners at Springside. Learners have supported peers in online safety education within classes.

Lessons, support and supporting materials are given to families/ learners as required in response to current issues/ risks/ incidents.

School's curriculum in place, including incorporated online safety education and discrete online safety as appropriate. Learners have supported peers in online safety education within classes.

Learners will contribute to online safety campaigns, specifically for parents/ families through 'key messages' and informing what apps are etc.. e.g. Tiger's learners.



## MF Education > Adults and Agencies > Staff

The school takes every opportunity to research and understand current good practice and training reflects this, tailored to the needs of the learners.

The impact of online safety training is evaluated and informs subsequent practice.

3 The culture of the school ensures that staff support each other in sharing knowledge and good practice about online safety.

The Online Safety Lead is accredited through a recognised programme.

Where relevant, online safety training is included in Performance Management targets.

Updated eSafety/ Online training due this half term. Confidence scale survey embedded.

Member of staff to access up-to-date online safety accredited programme. <https://learning.ng/online-safety>



## MF Education > Adults and Agencies > Governors

2 Some Governors have received up to date safeguarding training, included up-to-date online and esafety issues. 2 key Governors trained in up-to-date online and safety issues.

Governors invited to Safeguarding training. 2 key Governors trained in up-to-date online and esafety issues.

The school has ensured that Governors have accessed a wide range of online safety education opportunities, resulting in the ability of Governors to rigorously and strategically challenge how the school shapes online safeguarding policy and practice.

The safeguarding Governor has received additional focussed online safety input in response to new developments and issues associated with technology, to further inform their role.



## MF Education > Adults and Agencies > Families

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3

School update families when relevant and when a new local/national issue arises. Parent/ carer events, specifically around online safety to be reintroduced termly.

Parent/ Carer group.  
Online safety information is communicated through a range of routes (Website, Newsletter, social media platforms, email and text messages)  
Where appropriate, parents and carers are aware of and have acknowledged the learners Acceptable Use Agreement.

Update safeguarding leaflets with roles.  
Parent/carers group to have specific online theme half termly.



## MF Education > Adults and Agencies > Agencies

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2

Due to the nature of the learners, a 'stand alone day' is not effective. We communicate across the year. Outreach support began in June 2021.

Teaching of e-Safety/ Online safety embedded across the curriculum for 2 phases (Experiential and Exploratory).  
Teaching of e-Safety/ Online safety embedded in the curriculum and discretely delivered for the Investigative phase.  
Specific e-safety theme for half a term each year rather than a day.

Safer Internet day to be a 'focus' update day for learners (where relevant) and families, signposting them to resources etc.



## MF Technology > Data Security

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1

The school/college has data retention policy and processes in place, safely disposing of data as defined.  
There is an effective procedure in place for maintaining audit logs and for reporting, managing and recovering from information risk incidents.  
The recording of subject access requests and data breaches is exemplary.  
Breaches are assessed for impact and inform data protection strategy.  
The school actively ensures that there is 'data protection by design' when starting any new processing activity.

All relevant policies in place and followed.

Maintain policies and good practice.



## MF Technology > Infrastructure > Filtering

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<p>1 Experienced providers employed by school, filtering and monitoring conducted by them.</p>	<p>Contract with Intelatech. Intelatech immediately inform DSL/DDSL of any issues.</p>	<p>As part of safeguarding supervision, logs to be reviewed if incidents occur.</p>	
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**MF Technology ► Infrastructure ► Monitoring**

<p>2 There is a staff lead responsible for managing the monitoring strategy and processes Monitoring enables alerts to be matched to users and/or devices There is a clear process for prioritising response to alerts that require rapid safeguarding intervention Management of serious safeguarding alerts is consistent with safeguarding policy and practice</p>	<p>DDSL lead for online safety. Intelatech keep logs of alerts, matched to devices. Intelatech report incidents to DSL/DDSL immediately and action is taken if required. Management of serious safeguarding alerts is consistent with safeguarding policy and practice</p>	<p>Identify if Technical systems have the ability to manage relevant languages?</p>	
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**MF Technology ► Infrastructure ► Technical Security**

<p>1 All users have appropriate individual password-secured access to required school systems School practice reflects up to date advancements in security, providing protection from new security threats as they arise, informed by: regular external review; monitoring system effectiveness; regular auditing and system testing e.g. penetration testing. System backups are regular, recoverable, verified, restricted to authorised persons and stored securely (protected against fire/theft - preferably offsite/cloud). There are effective communication routes that inform the wider school community in the event of serious incidents. There is a post incident strategy that addresses system vulnerabilities and educates users. The school has quality assured any external technical support or provision it uses</p>	<p>Users have different levels of access, usernames and passwords required to access systems. Intelatech monitor security and maintain it. Email, walkie talkies and telephones used in emergencies as required. If an incident occurs, updates or training are provided as relevant. The school uses a recognised IT company, used previously by the colocated school and recommended.</p>	<p>Need evidence of how we quality assure Intelatech. CRB's and links with other schools, e.g. Hamer</p>	
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**MF Technology > Practice > Mobile Technology**

Currently within the acceptable use policy and safeguarding policy.

Personal Mobile phones are not to be used in sight of the learners.

Learners do not have own mobile phones at home.

Education is centred around devices

and software used by learners at home.

Acceptable use policy and safeguarding policy. Lessons reflect needs of the learners.

Should we get all visitors to sign a safeguarding/ access waiver?



## MF Technology > Practice > Social Media

Engagement with parents improved since use of social media. Online platforms utilised well throughout the year, especially during lockdown.

Website  
Youtube  
Facebook  
Instagram  
Twitter  
Email and Text message promotion of content.

Maintain high level and regularity of content/ monitoring of interactions.



## MF Technology > Practice > Digital and Video Images

All parents/ families give consent for all elements of publishing/ taking images and videos.

Consent forms signed annually.

Maintain up-to-date consents/ adapt if new consents needed.



## MF Technology > Practice > Online Publishing

The school addresses online safety topics relevant to members of the wider school community e.g. responding to current threats and issues highlighted by the media.

These policies and practices are regularly reviewed and reinforced. Care is taken to review and update online safety advice in the light of latest research; practice; guidance and emergence of new technologies.

Updated once identified, communicated via website, social media and text to parents. Information available to families and learners on website at all times. Family worker signposts all families as required.

Maintain vigilance and current level of support. Increase parental opportunities and involvement through parent group.



## MF Outcomes > Impact of Online Safety Policy and Practice

The impact of the online safety policy and practice is regularly evaluated through the review / audit of online safety incident logs; behaviour / bullying reports; surveys of staff, learners; parents / carers.

2

There are well-established routes to regularly report online safety outcomes to school leadership and Governors  
There is evidence that the school online safety strategy is validated or improved by these evaluations.

Cpoms regularly and effectively used.

Regular safeguarding supervision.

Link Governor meetings termly (or more often if required)  
Governors updated with key events/ changes.  
Parents/carers are informed of patterns of online safety incidents as part of the school's online safety awareness raising.

Through outreach, school to evidence of impact is shared with other schools, particularly other special schools, agencies and RBCSP to help ensure the development of a consistent and effective local online safety strategy.



1.7

18/21  
(86%)

