

# Screen Time and Internet Safety Policy

## 1. Rationale

Wolfson Hillel Primary School is committed to ensuring that the use of screens and digital devices supports high-quality teaching and learning, contributes positively to pupils' personal development and promotes safe, responsible and respectful behaviour. In a world that now relies heavily on the use of technology, it is our duty to ensure that we are equipping our pupils with the right skills to support them in later life, whilst not relying too heavily on this ever-growing digital landscape and maintaining a balanced, healthy approach to learning and development.

Screen use across the school is carefully planned to:

- Enhance curriculum delivery and outcomes
- Develop pupils' digital literacy and independence
- Support safeguarding and online safety
- Maintain pupils' physical wellbeing and social development

The school recognises the importance of balancing screen-based learning with active, practical and collaborative experiences.

This policy operates in conjunction with the Behaviour Policy, Chromebook Use Agreement and Smartphone Policy.

## 2. Digital Technology in the Curriculum

Digital and online resources are used across our curriculum.

**Early Years (Nursery & Reception)** - Individual screen use is limited, purposeful and adult-directed, in line with the EYFS framework. Technology is used selectively to support communication and language, reinforce early literacy and numeracy and enhance topic-based learning.

Screen use never replaces play-based learning or adult interaction.

**Key Stage 1 (Years 1–2)** – Pupils have access to devices under close adult supervision. Time is dedicated to ensure children are using these safely and appropriately. Technology is used to support core curriculum learning, introduce basic digital skills and age-appropriate research and creative tasks,

Online safety education is embedded and reinforced through curriculum teaching, as well as external workshops which teach the children how to be safe when using the internet, digital devices and online platforms, both in school and beyond.

**Key Stage 2 (Years 3–6)** – Upon entering Year 3, each pupil is allocated a personal Chromebook to support learning; this is carried with them all the way until the end of Year 6. Prior to entering Year 3, parents and pupils must sign a Chromebook Use Agreement (see appendix 1), ensuring shared understanding of expectations, responsibilities and acceptable



use. Children also partake in regular internet safety lessons and external workshops. We also offer parent workshops to ensure that even outside of the school gates, we can all support the children with using devices appropriately and meaningfully.

In KS2, Chromebooks are used in a structured and purposeful way, supporting independent and collaborative learning, research and presentation of work and access to educational platforms. Teachers ensure screen use is proportionate and balanced with discussion, written work and practical activities.

### **3. Screeentime in School**

In order to ensure screeentime is limited and saved for effective learning, Chromebooks are not permitted during wet break, lunch or enrichment activities. During wet breaks, children have access to a variety of games and activities for them to do in their classes. Children may be able to watch an educational programme, which is put on the class SMART board and is selected from a list of pre-agreed educational sites. Where appropriate, reward time in classes should not always involve individual screen time.

If children are unwell or unable to go outside during breaktimes, they will take a reading book and sit outside the main school office, where they will be observed by a member of staff.

### **4. Online Safety and Safeguarding**

Internet safety education is delivered in all year groups and is progressive and age-appropriate. The school provides pupils with supervised access to internet resources (where reasonable) through the school's fixed and mobile internet connectivity. Filtering and monitoring systems are in place to prevent access to inappropriate websites. Any misuse that is flagged through the monitoring system (SENSO), is followed up swiftly. We also work closely with Croft, our tech support company.

When using websites online, pupils will be advised on the most appropriate resources and links to use for research and data collection. Staff preview and check all recommended sites before they are posted to the children. Pupils should only access websites and resources they know to be appropriate. If they are unsure, they should exercise caution and check with their teachers before accessing websites or resources.

Internet safety is covered in every year group. It teaches the children about:

- Safe and effective searching
- Understanding privacy and personal information
- Respectful online behaviour
- Knowing how and when to report concerns

All devices are filtered and monitored in line with statutory safeguarding guidance. Staff receive appropriate training to identify and respond to online safety concerns.

## 5. Google Accounts

Wolfson Hillel uses Google Classroom as its Virtual Learning Environment (VLE) to support and enhance the delivery of the curriculum. The platform provides a structured and secure digital learning space that enables collaboration, personalisation, access to interactive resources, assessment and timely feedback. All pupils are provided with a school-managed Google account within the Hillel domain. Parents are also granted access in order to engage with and support learning through the designated parent Google Classroom.

When using Google Classroom, or any other school-provided (VLE), pupils are expected to:

- Log in and out securely, using only their own school-issued network identity
- Engage positively and respectfully with peers and staff in a safe, supportive and intellectually stimulating online environment
- Post comments and responses that are relevant, appropriate and linked to the learning activity; informal comment sections on general classrooms should be disabled
- Report any concerns, inappropriate content or misuse immediately to a member of staff
- Complete online learning activities in a shared or supervised space when working from home

When using Google Classroom, or any other school-provided VLE, pupils must not:

- Communicate in a manner that is disrespectful, rude or disruptive
- Post or share any content that is illegal, offensive, inappropriate or discriminatory
- Access the platform using any account or username other than their own
- Use storage or communication facilities for non-educational or inappropriate purposes

When using Google Classroom, or any other school-provided VLE, staff are expected to:

- Provide learning materials and activities that are appropriate to the age, needs and abilities of pupils
- Ensure that commenting and chat functions are managed appropriately, including being disabled where necessary
- Be available during the school day to monitor learning, respond to pupils' work and address questions
- Communicate with pupils and parents in a professional, respectful manner, consistent with expectations within the school setting

These expectations support the school's safeguarding responsibilities and are in line with *KCSIE*, ensuring that online learning environments are used safely, professionally and appropriately to protect the welfare of all pupils.

## 6. Behaviour and Acceptable Use

Pupils are expected to use all devices responsibly and for the intended use, as conveyed by staff. Clear expectations are reinforced through classroom routines and the Chromebook Use Agreement. Misuse of devices is managed in line with the school Behaviour Policy and may result in restricted access or further sanctions (where appropriate) should the rules not be followed.

## 7. Smartphones and Personal Devices

Wolfson Hillel also works closely with our parental body to ensure that we are taking appropriate steps to ensure that our children are not using Smartphones or personal devices in school, including smart watches. Please see our *Smartphone Policy*, where we outline the appropriate steps that we are taking to mitigate the risk of Smartphones. The school's Smartphone Policy applies throughout the school day and during all school activities.

## 8. Artificial Intelligence

Artificial Intelligence (AI) tools may be used in school in a safe, age-appropriate and purposeful way to support learning. Pupils are taught that AI can be a helpful tool for generating ideas, practising skills and supporting understanding but it does not replace their own thinking, creativity or effort. The school ensures that any use of AI aligns with internet safety expectations, including protecting personal data, using age-appropriate platforms and limiting screen time. Pupils are also taught to be critical users of AI, understanding that information generated by AI may not always be accurate and should be checked and used responsibly.

## 9. Social Media

Wolfson Hillel sets out clear guidelines for all stakeholders with regards to social media:

- Pupils and parents should not attempt to form social media connections with members of staff and vice versa
- Pupils and parents should report any incidents of cyberbullying to SLT
- Parents are asked not to take photos of children who are not their own at school events, e.g. class assemblies
- The school's official social media account is managed by the head of PR and marketing. They are the member of staff who posts and has access to the school social media accounts.
- The head of PR and marketing has contacted all parents for permission to post pictures and/or videos of the children on the official school social media channels

## 10. Impact

Through the effective management of screen time, alongside equipping are children with the knowledge on how to use the internet safely, Wolfson Hillel Primary School ensures that pupils:

- Use technology safely, responsibly and confidently
- Develop strong digital literacy skills that are appropriate to their age
- Maintain positive behaviour and healthy routines
- Are well-prepared for the next stage of education

## 11. Review

This policy is reviewed regularly to reflect:

- Changes in technology
- Safeguarding guidance
- Curriculum developments
- Feedback from staff, pupils and parents

<b>Last reviewed on:</b>	17.4.26
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<b>Next review due by:</b>	17.4.28
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## 12. Appendix

### Appendix 1: Parent / child Chromebook agreement

#### Student Acceptable Use of Digital Technology Agreement Form

This form relates to the *student* Acceptable Use Agreement, to which it is attached.

Please complete the sections below to show that you have read, understood and agree to the rules included in the Acceptable Use Agreement. If you do not sign and return this agreement, access will not be granted to school systems.

I have read and understand the above and agree to follow these guidelines when:

- I use the *school Google* systems and devices (both in and out of school)
- I use my own devices in the *school* (when allowed) e.g. personal laptops.
- I use my own equipment out of the school in a way that is related to me being a member of this *school* e.g. working / communicating with other members of the school through school Google accounts.

Name of Student: .....

Class: .....

Signed: .....

Date: .....

Parent / Carer Countersignature

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## 13. Glossary

**AI** – Artificial Intelligence

**VLE** – Virtual Learning Environment

**SLT** – Senior Leadership Team

**PR** – Public Relations

**KCSIE** – Keeping Children Safe in Education