



Wheelwright Lane Primary School

Online Safety Policy

This policy applies to all members of the school community (including staff, learners, volunteers, parents and carers, visitors, community users) who have access to and are users of school digital systems, both in and out of the school. It also applies to the use of personal digital technology on the school site (where allowed).

Date created: [10/12/2026]

Next review date: [01/09/2027]

Wheelwright Lane Primary School

Online Safety Policy 2026-2027

Approved by Governors: September 2026

Review Date: September 2027

Policy Owner: Headteacher / Designated Safeguarding Lead (DSL)

1. Statement of Commitment

At Wheelwright Lane Primary School, we are committed to safeguarding and promoting the welfare of all pupils. Online safety is a fundamental part of our safeguarding responsibilities.

In line with Keeping Children Safe in Education 2026 (KCSIE 2026), we recognise that safeguarding incidents can occur both online and offline, and that children may be exposed to a range of online risks, including inappropriate content, harmful contact, harmful conduct, online fraud, cybercrime, misinformation and risks associated with Artificial Intelligence (AI).

We aim to create a culture where pupils use technology safely, responsibly and confidently while developing the knowledge and resilience needed to thrive in a digital world.

2. Policy Aims

The school will:

- Protect children from online harm.
- Promote safe, responsible and respectful use of technology.
- Provide effective online safety education for all pupils.
- Respond promptly to online safety concerns.
- Meet safeguarding requirements outlined in Keeping Children Safe in Education 2026.

3. Roles and Responsibilities

Headteacher

The Headteacher has overall responsibility for ensuring effective online safety arrangements across the school.

Designated Safeguarding Lead (DSL)

The DSL will:

- Lead on online safety as part of safeguarding.
- Manage and record online safety concerns.
- Liaise with external agencies where necessary.
- Monitor emerging risks and trends.

Governors

Governors will:

- Monitor the effectiveness of this policy.
- Ensure filtering and monitoring arrangements meet statutory requirements.
- Receive regular safeguarding and online safety updates.

Staff

All staff will:

- Follow this policy and staff acceptable use expectations.
- Report concerns immediately to the DSL.
- Model safe and professional online behaviour.
- Use only approved digital systems and AI tools.

Pupils

Pupils are expected to:

- Use technology safely and respectfully.
- Follow school rules for online behaviour.
- Report anything online that concerns them.

Parents and Carers

Parents and carers are encouraged to support safe technology use at home and work in partnership with the school regarding online safety concerns.

4. Online Safety Education

Online safety is embedded throughout the curriculum, including Computing, PSHE and safeguarding education.

Pupils are taught about:

- Keeping personal information safe.
- Respectful online relationships.
- Cyberbullying.
- Misinformation and fake content.
- Online scams and fraud.
- Gaming and social media risks.
- Safe and responsible use of AI.
- How to seek help and report concerns.

In line with KCSIE 2026, online safety education reflects emerging risks, including AI-generated content, deepfakes, cybercrime and harmful online influences.

5. Filtering and Monitoring

The school meets the Department for Education's filtering and monitoring expectations.

All filtering and monitoring systems are provided, managed and maintained by Warwickshire ICT Development Services (ICTDS).

The school works closely with Warwickshire ICTDS to ensure systems remain effective in protecting pupils from harmful content and identifying safeguarding concerns.

In accordance with Keeping Children Safe in Education 2026, filtering and monitoring arrangements are reviewed at least annually with involvement from senior leaders, the DSL and Warwickshire ICT Development Services (ICTDS).

While filtering and monitoring provide important safeguards, the school recognises that no technical solution can provide complete protection and therefore places equal importance on education and staff vigilance.

6. Artificial Intelligence (AI)

The school recognises the educational benefits of AI alongside potential safeguarding risks.

Staff may only use approved AI platforms, including:

- Microsoft 365 Copilot
- TeachMate AI

Staff must:

- Maintain professional judgement and oversight.
- Check AI-generated content before use.
- Protect personal and confidential information.
- Report any AI-related safeguarding concerns.

Pupils will receive age-appropriate education about the safe and responsible use of AI technologies.

7. Reporting Concerns

Any online safety concern should be reported immediately to the DSL.

Examples include:

- Cyberbullying
- Online exploitation or grooming
- Exposure to harmful or inappropriate content
- Child-on-child abuse
- AI-generated harmful content
- Cybercrime
- Extremist material

All concerns will be addressed in accordance with the school's safeguarding procedures and recorded appropriately.

8. Mobile Devices and Social Media

Staff and pupils must follow school expectations regarding the use of mobile devices and online communication.

Staff must not use personal social media accounts to communicate with pupils and must maintain professional boundaries at all times.

The school's social media presence will be managed in accordance with safeguarding and data protection requirements.

9. Monitoring and Review

The school will monitor the effectiveness of this policy through:

- Safeguarding records.
- Online safety incident logs.
- Filtering and monitoring reports from Warwickshire ICTDS.
- Feedback from staff, pupils and governors.
- Annual safeguarding reviews.

This policy will be reviewed annually or sooner if changes to legislation, technology or safeguarding guidance require it.

Approval

This policy has been approved by the Governing Body of Wheelwright Lane Primary School and should be read alongside the school's Safeguarding and Child Protection Policy, Behaviour Policy, Data Protection Policy and Staff Acceptable Use Agreement.

Wheelwright Lane Primary School is committed to ensuring all pupils are safeguarded, educated and empowered to participate safely in an increasingly digital world.