



Safeguarding Children

Online Safety Policy

Policy Statement

- It is essential that children are safeguarded from potentially harmful and inappropriate material or behaviours online. Scalliwags Pre-School CIO will adopt a whole setting approach to online safety which will empower, protect, and educate children and staff in their use of technology, and establish mechanisms to identify, intervene in, and escalate any concerns where appropriate.
- Scalliwags Pre-School CIO will ensure online safety is considered as a running and interrelated theme when devising and implementing our policies and procedures, and when planning our education approaches, staff training, the role and responsibilities of the DSL and parental engagement.
- Scalliwags Pre-School CIO identifies that the breadth of issues classified within online safety is considerable, but can be categorised into four areas of risk:
 - Content: being exposed to illegal, inappropriate, or harmful content. For example, pornography, fake news, racism, misogyny, self-harm, suicide, anti-Semitism, radicalisation, and extremism.
 - Contact: being subjected to harmful online interaction with other users. For example, peer to peer pressure, commercial advertising and adults posing as children or young adults with the intention to groom or exploit them for sexual, criminal, financial or other purposes.
 - Conduct: personal online behaviour that increases the likelihood of, or causes, harm. For example, making, sending and receiving explicit images (including consensual and non-consensual sharing of nudes and semi-nudes and/or pornography), sharing other explicit images and online bullying.
 - Commerce: risks such as online gambling, inappropriate advertising, phishing and or financial scams.
- Scalliwags Pre-School CIO recognises that technology, and the risks and harms related to it, evolve, and change rapidly. We will carry out an annual review of our approaches to online safety, supported by an annual risk assessment, which considers and reflects the current risks our children face online.
- The Executive Manager will be informed of any online safety concerns by the DSL, as appropriate. The DSL will report any online safety practice and incidents, including outcomes, on a regular basis to the Executive Manager and Trustees..

Policies and Procedures

- The DSL has overall responsibility for online safety within the setting but will liaise with other members of staff, for example Executive Manager as necessary.
- The DSL will respond to online safety concerns in line with our child protection and other associated policies, including our social media policy and behaviour policies.
 - Internal sanctions and/or support will be implemented as appropriate.
 - Where necessary, concerns will be escalated and reported to relevant partner agencies in line with local policies and procedures.
- Scalliwags Pre-School CIO uses a wide range of technology. This include: laptops, tablets and other digital devices, the internet, and email systems. All devices are password protected and children have no unsupervised access.
 - All setting owned devices and systems will be used in accordance with our acceptable use policies and with appropriate safety and security measures in place.
- Scalliwags Pre-School CIO recognises the specific risks that can be posed by mobile and smart technology, including mobile/smart phones, cameras and wearable technology. In accordance with the EYFS 2025 Scalliwags Pre-School CIO has appropriate policies in place which address the use of mobile and smart technology and cameras and are shared and understood by all members of the community. These policies can be found in the paperwork cupboard or via a Google Document.

General Educational Policy

- Although not itself offering online services to children, Scalliwags Pre-School CIO observes the importance and follows The Children's Code (2020), including the 15 Standards found within the Code. Scalliwags Pre-School CIO will ensure a comprehensive curriculum response is in place to enable children to learn about and manage online risks effectively as part of providing a broad and balanced age-appropriate curriculum.
- Scalliwags Pre-School CIO recognises and seeks to develop the skills that children need when communicating and using technologies whilst educating them in how best to keep themselves safe and secure and act with respect for others.
- Scalliwags Pre-School CIO will actively educate children in online safety, this will be provided in a format that a child can understand.

- Staff at Scalliwags Pre-School CIO will model safe and positive behaviour for children when using technology.
- Staff will work with parents and carers to help them keep children safe online.
- The emphasis should always be on educating rather than restricting, save in the instance of data where data minimisation shall be the default standard.
- Scalliwags Pre-School CIO's digital devices will never be left with the children. Any location tracking should be turned off by default.
- The use of technology by children within Scalliwags Pre-School CIO will always be monitored and only used under supervision.
- Staff and visiting adults will follow the steps set out in the staff mobile phone and e-safety policy.
- Throughout Scalliwags Pre-School CIO is guided by the essential standard of the Best Interests of the Child.

Scalliwags Pre-School CIO's Designated Safeguarding Leads, **Carly Austin** and **Victoria Ridge**, will follow the Kent Safeguarding Children Board threshold and procedures regarding online safety.

KCC contact details for Online Safety concerns:

- If a child is at risk of immediate harm and/or is unsafe to go home, make an urgent [Request for Support to the Front Door Service via the portal](#) or call the Police on 999.
- If no immediate risk of harm, provide internal support and/or refer to other agencies in line with [Kent Safeguarding Support Level Guidance and KSCMP procedures](#), as appropriate. This may include signposting to community services and/or early help open access, a non-urgent call to the Police via 101, reporting allegations against staff to the LADO, or make a Request for Support via the [Front Door Service Portal](#).
- If the setting believes a child may be in need of support but are unclear whether to refer, a [no-named consultation](#) can be sought from the Front Door Service via **03000 411 111**
- If support is required out of working hours, the setting will contact the Out of Hours Service via **03000 41 91 91**.

Information security and access management

Scalliwags Pre-school CIO
The Nursery Unit, Paddock Wood Community Centre, Paddock Wood, Kent, TN12 6EB
The Village Hall, Bush Road, East Peckham, Kent, TN12 5LL
Registered Charity No. 1179340
Ofsted Registration Nos. 2831937 and 2686577

- Scalliwags Pre-School CIO is responsible for ensuring an appropriate level of security protection procedures are in place, in order to safeguard our systems as well as staff and children.
- Scalliwags Pre-School CIO will review the effectiveness of these procedures periodically to keep up with evolving cyber-crime technologies.

Staff training

- Scalliwags Pre-School CIO will ensure that all staff receive online safety training as part of induction and that ongoing online safety training and update for all staff will be integrated, aligned and considered as part of our overarching safeguarding approach.

Working with parents / carers

- Scalliwags Pre-School CIO will build a partnership approach to online safety and will support parents/carers to become aware and alert of the potential benefits and risks and to reinforce the importance of children being safe online by:
 - Include details here. For example, providing information through existing communication channels (such as official social media, emails & Class Dojo) offering guidance through children's books used at the setting.
- Scalliwags Pre-School CIO will ensure parents/carers understand what systems are used to filter and monitor their children's online use on site, what their children are being asked to do online, including the sites they will be asked to access and who from setting (if anyone) their child is going to be interacting with online.
- Where the setting is made aware of any potentially harmful risks, challenges and/or hoaxes circulating online, national or locally, we will respond in line with the DfE ['Harmful online challenges and online hoaxes'](#) guidance to ensure we adopt a proportional and helpful response

Children's Use of Mobile Phones and Smart Devices and Time Spent Online

Parents are not permitted to bring the children with smart devices or phones to Scalliwags Pre-School CIO. If a child requires access for exceptional reasons, such as medical assistance and monitoring, this will be discussed between the manager and parent in advance to bringing the device to the setting.

Children will be educated in line with their age as to the safe and appropriate use of mobile phones and smart technology.

Our aim is to make sure children's experience of technology and the internet is safe and happy. In line with KCC's 'acceptable use of technology' we encourage the following belief and knowledge for the children that attend our setting:

- I only use the internet when an adult is with me.
- I only use online links and buttons when I know what they do. If I am not sure, I ask an adult first.
- I keep my personal information and passwords safe.
- I only send messages online which are polite and friendly.

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- I know I can tell a member of staff if something online makes me feel upset, unhappy, or worried.
- The setting and staff are a safe space in which I can learn more about the internet and technology.

Monitoring and Review

This policy will be reviewed annually, or sooner if national guidance changes. Feedback from staff, parents, and stakeholders will always be welcomed.

This policy was adopted at a meeting of		
Held on		(date)
Date to be reviewed		(date)
Signed on behalf of the management committee		
Name of signatory		
Role of signatory		

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