Filtering and monitoring

This handout will give you key information for our Academy.

What is filtering and monitoring?

Filtering and monitoring systems are used to keep pupils safe when using your school's IT system.

ο **Filtering systems:** block access to harmful sites and content
ο **Monitoring systems:** identify when a user accesses or searches for certain types of harmful content on school and college devices (it doesn't stop someone accessing it). The school is then alerted to any concerning content so we can intervene and respond.

No filtering and monitoring system is 100% effective, so we need to use it alongside our existing safeguarding systems and procedures.

What do I need to know about filtering and monitoring?

All staff should be clear on:

ο The expectations, applicable roles and responsibilities in relation to filtering and monitoring as part of their safeguarding training. For example, part of our role is to monitor what's on pupils' screens.
ο How to report safeguarding and technical concerns – Please report to your eSafety Officer immediately. The Academy eSafety Officer is also our Designated Safeguarding Lead, Mrs Kris Radford. She is supported in her role by Mr Sam Napper, IT curriculum lead and Mr Phil Starting, Behaviour and Attendance Officer.

Staff should report concerns if:

o They witness or suspect unsuitable material has been accessed
o They are able to access unsuitable material
o They are teaching topics that could create unusual activity on the filtering logs
o There is failure in the software or abuse of the system
o There are perceived unreasonable restrictions that affect teaching and learning or administrative tasks
o They notice abbreviations or misspellings that allow access to restricted material

Senior leaders and all relevant staff are aware of and understand:

ο What provisions our school has in place and how to manage these provisions effectively – The Academy Filtering and Monitoring System is Smoothwall. As detailed in KCSIE 2023 "The designated safeguarding lead should take lead responsibility for safeguarding and child protection (including online safety and understanding the filtering and monitoring systems and processes in place)." The DSL will work closely with the ESafety Officer to ensure all

children are safeguarded ensuring they (DSL) oversee filtering and monitoring reports, safeguarding concerns and checks to filtering and monitoring systems.

ο How to escalate concerns when they identify them The ESafety Officer will create a ticket to the Voyage Education Partnership IT team. If there are immediate risks to the school community, the Esafety Officer will contact the IT team in person immediately and take any appropriate necessary action in consultation with the DSL and IT dept.

ο Overseeing reports The ESafety Officer and DSL will undergo training with Smoothwall in order they can take Academy level monitoring and preventive measures and action holistically. The DSL will oversee these reports to ensure all learners are safeguarded.

ο Making sure staff are trained appropriately and understand their role The Esafety officer will provide staff with appropriate knowledge and skills to ensure staff feel confident in identifying and reporting filtering and monitoring concerns.

The Trust is responsible for:

ο Buying-in the filtering and monitoring system our school uses Voyage Education Partnership provider is Smoothwall.

ο Documenting what is blocked or allowed, and why.

ο In conjunction with the school reviewing the effectiveness of our provision, making sure that processes are in place so that incidents are urgently picked up, acted on and outcomes are recorded.

Mrs Kris Radford takes the lead and is responsible for online safety in school as the eSafety Officer. The eSafety officer will liaise closely with the deputy DSLs also working in our school – Mrs Clare Early, Mrs Jo Farmer and Mrs Hannah Richardson. This ensures there is a holistic approach to eSafety in order to safeguard our learners. If a child is at risk of harm please ensure that the DSL is notified immediately in line with the Welfare Concerns Pathway.

The DSL / eSafety Officer are responsible for ensuring they understand the filtering and monitoring processes in place and ensure that staff have the knowledge and ability to report any concerns.

This includes overseeing and acting on:

ο Filtering and monitoring reports
ο Safeguarding concerns
ο Checks to filtering and monitoring systems
ο Working with Trust IT staff to make sure our provision is effective; speaking to them about the Trust filtering and monitoring provision for specific training and support.

Park Academy - next steps:
agreed November 2023

ο Ensure all staff are aware of their responsibilities and have appropriate training to enable them to identify and report concerns.

ο Review filtering and monitoring provision at least annually.

ο Block harmful and inappropriate content without unreasonably impacting teaching and learning.

ο Have effective monitoring strategies in place that meet our safeguarding needs.

ο Ensure that the academy is compliant and has regard for the DfE Meeting Digital and Technology Standards in School for full guidance.

ο Ensure that eSafety concerns are logged consistently as required as Safeguarding concerns, flagged as eSafety category and next step identified appropriately.

o   Continue to ensure that eSafety modules within our curriculum are taught in a timely and consistent way – we use 1Decision as our PSHE curriculum but will also supplement resources as necessary from other quality sources – for example, the NSPCC, the UK Safer Internet Centre or CEOP.

o   Continue to provide additional teaching and support for pupils when issues are identified – for example, Coaching Circles to talk about image sharing, or workshops through the Lincolnshire Safety Partnership or PSCOs.