

# Dashwood Out of School Club

## Safe Internet Use

Dashwood Out of School Club recognises that the Internet is a useful resource for both staff and children, for purposes of research, homework and entertainment.

**There is currently no internet access in the club's setting. If and when this changes, the following applies:**

Children will only be allowed to access the Internet at the Club if their parent or carer has given written permission.

A copy of the **SMART** guidelines will be printed out and kept next to the computer. The guidelines will be explained to any children wishing to access the Internet:

- **Safe:** Keep safe by not giving out personal information - such as name, email, phone number, address, or school name - to people who you don't trust online.
- **Meeting:** Never agree to meet anyone you have only met online unless your parent or carer is with you.
- **Accepting:** Do not accept emails or instant messages, or open files, images or texts from people you don't know. They can contain viruses or nasty messages.
- **Reliable:** Not all the information found on the Internet is reliable and people you meet online won't always be telling the truth.
- **Tell:** Tell a member of staff or your parents if someone or something you encounter online makes you feel uncomfortable.

If a child encounters something inappropriate on the Internet the manager will be informed and the incident will be noted on an **Incident Record** in the child's file. The child's parent will be asked to sign the **Incident Record**.

We have put in place the following safeguards:

- A risk assessment has been undertaken.
- The computer is located so that the screen can easily be seen from the rest of the room.
- Staff will supervise the use of the Internet.
- The computer has an up to date virus checker and firewall installed.
- Google SafeSearch Filtering is turned on; children are encouraged to use a child-safe search tool.
- The computer's browser history is regularly checked to monitor which sites are being accessed and all staff and children are informed of this fact.

This policy was adopted by: <b>Dashwood Out of School Club</b>	Date:
To be reviewed:	Signed:

Written in accordance with the *Statutory Framework for the Early Years Foundation Stage (2014): Safeguarding and Welfare Requirements: Introduction [3.2]; Child Protection [3.6]*.