



Ashperton Primary Academy Trust

Primary Child-friendly Online Safety Policy

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Signed by:

_____	Headteacher	Date: _____
_____	Chair of Trustees	Date: _____

Contents:

Feeling safe and happy at school

1. What does online safety mean?
2. Online dangers
3. Cyberbullying
4. Sharing nudes and semi-nudes
5. Who to talk to

Feeling safe and happy at school

At Ashperton Primary Academy Trust (APA), we want you to feel looked after, safe and happy in school, at home and when you're online.

Online safety is an important part of keeping you safe. We have rules, lessons, filtering and monitoring systems, and people who can help if something online worries you.

Computers, tablets and phones help us learn, play and talk to friends and family. But technology can sometimes be used in ways that are unkind, unsafe or harmful. We will teach you how to protect yourself online, make good choices and get help if you feel unsure, worried or upset.

We can help by:

- Teaching you what online safety means.
- Showing you what to do if you feel worried or scared.
- Making sure you know who you can talk to.

If you don't understand something, just ask. There's always someone who can help.

1

What does online safety mean?

Online safety means learning how to use the internet, games, and technology safely and kindly.

It's about protecting you while you're online and helping you make good choices when you use apps, games, videos, or websites. We'll teach you how to tell when something online might not be true or real.

Our school follows the rules in a document called 'Keeping children safe in education' (KCSIE). We also follow our own Online Safety Policy, SG43, to help everyone stay safe online.

If you ever see, hear or read something online that upsets you, scares you or makes you feel uncomfortable, tell an adult at school or at home. You will not be in trouble for asking for help.

Follow the **SMART** rules to keep safe online:

S - SAFE: Keep personal information private (like your full name, address or school).

M - MEETING: Never meet anyone you only know online.

A - ACCEPTING: Don't open messages or files from people you don't know.

R - RELIABLE: Not everything you read or see online is true.

T - TELL: Tell an adult you trust if something online worries you.

2

Online dangers

The internet is full of fun things, like chatting, games, learning and videos, but there are also dangers to be aware of.

Some examples include:

- Cyberbullying, which is when people send unkind or scary messages or images.
- Strangers pretending to be someone they're not.
- Websites or videos that show things that aren't suitable for children.
- 'Viruses' that can harm computers or steal information.
- People who try to get your personal details.
- False or unkind information designed to trick or upset you (this is sometimes called 'misinformation').
- People who try to get you to do or believe something mean or unsafe (this can be part of 'radicalisation').

- Online games, chats, livestreams or AI tools where people behave in ways that are not kind or safe.

Using AI safely

Sometimes websites, games or apps use something called artificial intelligence (AI). AI can do things like chat, draw pictures or answer questions.

AI can be fun and helpful, but it can make mistakes or show you things that are not true. AI can also be used to make pictures, videos or voices that look or sound real when they are not. These can be called deepfakes. Never use AI to make something harmful, unkind or embarrassing about someone. If an AI tool shows you something strange, upsetting or confusing, tell an adult.

Online behaviour and kindness

When you're online, be as kind as you would be face-to-face. Think before you post, share or comment.

Ask yourself: "Would I say this in real life?" If the answer's **no**, don't say it online either. Being kind online helps make the internet a safe and happy place for everyone.

When you use school computers, tablets or iPads, the school may monitor what is being used to help keep everyone safe. This is part of our online safety arrangements.

Some games and apps have chat features where you can talk to people you don't know. Always be careful, keep personal information private and tell an adult if someone online makes you uncomfortable.

At Ashperton Primary Academy, we care about being kind, respectful and safe—both online and offline



Using technology safely

We use technology for learning, creativity and communication. Use school devices only in the way your teacher asks you to. Follow the school's Acceptable Use Agreement and never try to get around the school's safety systems.

Remember the 4Cs

Online safety includes four kinds of risk:

- v 1 • Content – things you might see online that are harmful, upsetting, untrue or not
- 2 suitable for children.
- Contact – people who may contact you online, including strangers, people pretending to be someone else, or people who try to groom or trick children.
- Conduct – the way people behave online, including bullying, sharing hurtful things or making and sharing harmful images.

- Commerce – scams, phishing, adverts, online gambling and people trying to get money or personal information from you.

Online challenges and hoaxes

Some online challenges are fun, but others can be dangerous or even illegal. Some online hoaxes are made to frighten or trick people. You do not have to join in. If a challenge asks you to hurt yourself or someone else, keep something secret, or do something that feels wrong, close it and tell an adult.

Grown-ups at school will decide how best to respond to harmful online content. We will not share upsetting information with everyone if doing so could put more children at risk.

Grooming and unsafe contact

Grooming is when someone builds trust with a child so they can manipulate, exploit or abuse them. It can happen online. Someone might pretend to be younger, give you gifts or compliments, ask you to keep secrets, or ask you to move a conversation to another app.

If anyone online makes you feel uncomfortable, asks you to keep secrets, asks for personal information or pictures, or asks you to meet them, stop talking to them and tell an adult you trust. It is never your fault if someone tries to groom or trick you.

Being kind and thinking carefully online

Think before you post, share or comment. Ask yourself: "Is it kind? Is it true? Is it safe? Would I say it face-to-face?" Remember that things shared online can be copied, saved and shared again, even when you delete them.

Not everything online is true. Some information is misinformation, which means it is wrong or misleading, and some is disinformation, which means false information may be deliberately shared to trick people. Check information with trusted sources and ask an adult if you are unsure.

Looking after your wellbeing

If being online starts to make you worried, lonely, angry, anxious or unhappy, take a break and tell someone. It is important to have a healthy balance between time online and time doing other things such as playing, exercising, talking to people face-to-face and sleeping.

Mobile phones

Ashperton is a mobile-phone-free environment by default. You will not normally have access to personal mobile phones during the school day, including lessons, breaktimes and lunchtimes, unless an agreed exception applies.

Getting help with money and scams

Never give passwords, bank details, codes or other private information to someone online. Be careful with links, adverts and offers that seem too good to be true. If you think someone is trying to trick you, tell an adult.

Cyberbullying

Cyberbullying includes any kind of bullying which takes place online. Cyberbullies (online bullies) send unkind messages over the internet and sometimes share private information online to hurt someone's feelings.

Cyberbullying happens when someone uses technology to be unkind. It can include:

- Sending mean, scary or upsetting messages or pictures.
- Sharing private or embarrassing photos or videos.
- Pretending to be someone else online to cause trouble.
- Posting nasty comments or rumours.

Cyberbullying is never okay. If you see it happen, or it happens to you, tell an adult you trust. Our school will deal with it quickly and help keep everyone safe.

Cyberbullying is sometimes done by a group of people 'ganging up' on someone – if you ever see someone being cyberbullied, **never** join in and **always** tell a grown-up you trust.

A **cyberbully** could be anyone, like one of your friends, a brother or sister, or even an adult. It's really important that you tell someone if you think you or someone is being a cyberbully.

Sharing nudes and semi-nudes

Sometimes people online might ask you to send or look at pictures or messages that show private parts of your or somebody else's body. This is never okay.

This^y₂ can include photographs, videos, livestreams or pictures that have been changed or created using AI, including deepfakes or deep nudes. Never make, ask for, save or share these pictures.

If anyone asks you to do these things, don't do it. Tell an adult you trust straight away. You will never be in trouble for telling the truth or asking for help.

If someone sends you a nude or semi-nude picture, do not forward it, save it or show it to other children. Tell an adult you trust straight away. Adults at school will follow our safeguarding procedures to help keep everyone safe.



Who to talk to

If you're worried about something, you can talk to an adult at school. This could be your teacher or any member of staff. **If you need to talk, we'll always listen.**

At home

You can talk to your parents or carers about how to stay safe online. They can help you with privacy settings, check your games, and help if you see something upsetting.

Remember, you can always walk away or close the game, app or computer programme if something online makes you feel worried, upset or confused.

Tell someone you trust if something makes you feel like this. You won't be in trouble for asking for their help.

At school

Staff at school have training to protect children.

It's really important to get help if you're worried or unhappy about something online, and we'll do our best to spot if there's a problem.

It's important that you tell someone you trust if someone is:

- Cyberbullying you.
- Saying things to you online that make you feel upset or uncomfortable.
- Sending unkind or false messages on the internet or to your phone.
- Asking you to do things that you're uncomfortable with.

The school uses special filtering and monitoring systems to help keep you safe online and to spot when something might be wrong. This does not mean you should wait for the school to spot a problem — always tell an adult if you are worried.

Who are the safeguarding adults at Ashperton?

DSL stands for **Designated Safeguarding Lead**. In every school there's always somebody who has special training to keep you safe. That's their job, so it's really important they know all the facts. All teachers and other staff members have to tell the DSL if they're worried about you.

The DSL may have other job titles, like **safeguarding officer** or **safeguarding manager**.

Teachers and other staff members also have training on how to keep you safe. It's the most important part of their job.

Here's a list of the people at school you can speak to if you're worried or need help:

Mrs Caroline Bullock – Headteacher and Designated Safeguarding Lead

Miss Sam Taylor -Deputy Designated Safeguarding Lead

Mrs Sam Baker - Deputy Designated Safeguarding Lead

If you tell a member of staff about something that worries you, they will listen and follow the school's safeguarding procedures. They may need to tell the Designated Safeguarding Lead so that the right help can be provided.

If you ever need extra help, you can also speak to:

- Childline on 0800 11 11 or visit www.childline.org.uk
- NSPCC on 0800 800 5000 or visit www.nspcc.org.uk
- Kidscape on 020 7730 3300 or visit www.kidscape.org.uk
- Youth Access on 020 8772 9900 or visit www.youthaccess.org.uk

We'll always make time to listen and talk if you need us.

Remember:

- You're important to us.
- It's never your fault if someone hurts, tricks or upsets you online.
- There's always someone that can help you.
- You won't be in trouble.

Let's make Ashperton a safe, kind and happy place — online and offline!