The Den

Safe Internet Use

The Den recognises that the internet is a useful resource for both staff and children, for purposes of research, homework, and entertainment. However, it must be used with care to ensure that children are kept safe from exposure to harmful material, in accordance with the EYFS safeguarding and welfare requirements and the Prevent Duty.

Parental permission

Children will only be allowed to access the internet at The Den if their parent or carer has given signed permission on the Internet use form.

Guidelines for children

A printed copy of the **SMART** guidelines is kept next to the computer. The guidelines are 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 either by the child or a member of staff or by checking the browser history and the incident will be noted on an Incident Record Form, and if it concerns a child, the child's parent will be asked to sign the Incident Record Form and it will be kept in the child's file which is kept in a locked filing cabinet within the clubhouse.

Protecting children

We have put in place the following safeguards to keep children safe whilst accessing the internet on The Den's computer:

- A risk assessment has been undertaken.
- Parental controls have been activated on all computers accessible to children:
    - Google Safe Search Filtering is turned on.
    - YouTube Restricted Mode is set to on
    - The computer has an up-to-date virus checker and firewall installed also connected to school computers.

- The computers are located so that the screens can easily be seen from the rest of the room.
- Staff keep a close eye on children and the sites that they are accessing when they use the internet.
- The computers' browser histories are regularly checked to monitor which sites are being accessed. All staff and children are informed of this fact.

If, despite the safeguards The Den has put in place, a child encounters harmful material on the internet, or receives inappropriate messages, or experiences online bullying, whilst using The Den's computers, 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**. The manager will investigate how to prevent a reoccurrence of the incident.

If staff at The Den become aware that a child is deliberately attempting to access sites containing sexual, extremist or otherwise inappropriate material, or has been shown such material by a third party, they will complete a **Logging a concern** form and refer the matter to The Den's designated Child Protection Officer in accordance with our **Safeguarding Children Policy**.

Related policies

See also: **Safeguarding Children Policy, social media Policy**.

This policy was adopted by: The Den	Date: May 2023
To be reviewed: June 2024	Signed: Pauline Barritt Manager

Written in accordance with the *Statutory Framework for the Early Years Foundation Stage (2021): Safeguarding and Welfare Requirements: Introduction [3.2]; Child Protection [3.6].*

Also complies with Keeping Children Safe in Education (2022)