



Elmtree Echo Special Edition

Safeguarding #6



Respect - Ambitious - Curious - Resilient - Inclusive



Safeguarding Team

Safeguarding children is everyone's responsibility. Governing boards must also ensure that the school designates an appropriate senior member of staff to take lead responsibility for child protection.

Key aspects of the 'Designated Safeguarding Lead' (DSL) role include

- Making sure all staff are aware how to raise safeguarding concerns
- Ensuring all staff understand the symptoms of child abuse and neglect
- Referring any concerns to children's social care
- Monitoring children who are the subject of child protection or child in need plans
- Maintaining accurate and secure child protection records
- Raising awareness of the school's safeguarding policies and procedures, and ensuring they are implemented and reviewed regularly

As a school, we have a team of trained and experienced DSLs who work together to support these functions. They form our 'Safeguarding Team'.



Mrs Ohene
Headteacher
Designated Safeguarding Lead



Mrs Dowling
Deputy Headteacher
Deputy Designated Safeguarding Lead



Miss Gettings
KS1 Leader
Deputy Designated Safeguarding Lead



Mrs Garman
Family Liaison Officer
Deputy Designated Safeguarding Lead



Mrs Martin
ODBST
Safeguarding Lead

Helpsheet

parents and carers: primary



Education from
the National
Crime Agency

8 steps to support your child to be safer online

- 1. Explore together.** Ask your child to show you their favourite websites and apps and what they do on them. Listen, show interest and encourage them to teach you the basics of the site or app.
- 2. Chat little and often about online safety.** If you're introducing them to new websites and apps, talk to them about how to stay safe on these services and in general. Ask if anything ever worries them whilst online. Make sure they know that if they ever feel worried, they can get help by talking to you or another adult they trust.
- 3. Help your child identify trusted adults who can help them if they are worried.** This includes you and other adults at home, as well as adults from wider family, school or other support services. Encourage them to draw a picture or write a list of their trusted adults.
- 4. Be non-judgemental.** Explain that you would never blame them for anything that might happen online, and you will always give them calm, loving support.
- 5. Supervise their online activity.** Keep the devices your child uses in communal areas of the house such as in the living room or kitchen where an adult is able to supervise. Children of this age should not access the internet unsupervised in private spaces, such as alone in a bedroom or bathroom.
- 6. Talk about how their online actions affect others.** If your child is engaging with others online, remind them to consider how someone else might feel before they post or share something. If they are considering sharing a photo/video of somebody else, they should always ask permission first.
- 7. Use 'SafeSearch'.** Most search engines will have a 'SafeSearch' function, allowing you to limit the content your child can access online. Look out for the 'Settings' button on your web browser homepage, often shaped like a small cog.
- 8. Parental controls.** Use the parental controls available on your home broadband and all internet enabled devices in your home. You can find out more about how to use parental controls by visiting your broadband provider's website.

www.thinkuknow.co.uk/parents

Helpsheet

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Support your child with CEOP Education resources

CEOP Education films and games are a great way to start and continue chats about online safety:

4-7s

Jessie & Friends

www.thinkuknow.co.uk/parents/jessie-and-friends-videos/

A three-episode animated series which helps keep 4-7s safer online.

4-7s website

www.thinkuknow.co.uk/4_7/

Featuring characters from Jessie & Friends, the 4-7s website helps children to recognise worrying or scary situations online through four interactive badges covering: watching videos, sharing pictures, online gaming, chatting online.

8 – 10s

Play Like Share

www.thinkuknow.co.uk/parents/playlike/share/

A three-episode animated series that helps keep 8-11 year olds safe from risks they might encounter online.

Band Runner game and advice website

www.thinkuknow.co.uk/8_10/

A fun interactive game that helps reinforce key messages about online safety.

Other recommended resources

NSPCC PANTS. A simple way to keep children safer from abuse, by teaching them to remember the 5 rules that spell 'PANTS'. www.nspcc.org.uk/preventing-abuse/keeping-children-safe/underwear-rule/

Internet Matters. A useful tool showing how to set parental controls across a range of devices and websites. www.internetmatters.org/parental-controls/interactive-guide/

Follow us on social media

For up to date information and advice:
@CEOPUK on Twitter
ClickCEOP on Facebook



www.thinkuknow.co.uk/parents

Set Up Safe Checklist

internet
matters.org

Set your child up for online safety with these simple tasks

Manage broadband & mobile networks



At home, access your broadband network and set applicable controls.



On the go, set up controls on the relevant mobile network.

See [step-by-step guides to help](#)

Prepare their device



Explore the [device controls and settings](#) to set limits on inappropriate content, screen time, spending and more.



Download and install the apps and games you're okay with your child using.



Set up controls in these apps and games to help keep your child safe while they play, browse or chat.



Install or set up additional [parental control apps](#) for further protection.

Explore [step-by-step guides for social media and video gaming](#)

Talk & learn regularly

Together, learn about online safety issues that might impact your child.

Together, explore privacy and safety settings on their favourite platforms.

Ask them to teach you about their favourite online platforms to create an open environment for conversation.

Keep these conversations going for continuous support.



Visit internetmatters.org for more advice

[InternetMatters](https://www.facebook.com/InternetMatters)

[@im_org](https://twitter.com/im_org)

[@InternetMatters](https://www.youtube.com/@InternetMatters)

[Internet Matters Ltd](https://www.linkedin.com/company/Internet-Matters-Ltd)

[@internetmattersorg](https://www.instagram.com/internetmattersorg)

[@InternetMatters_org](https://www.tiktok.com/@InternetMatters_org)



TIKTOK PARENT GUIDE



START A CONVERSATION

A great place to start when it comes to online safety is to talk about it. Speak with your child about the online risks mentioned above. We can talk about the importance of keeping personal information safe; support your child in learning to become digitally resilient.

Part of this also means being able to identify if someone their speaking with online is not to be trusted. For some great resources to help to talk to your young person about this, check out the Thinkuknow website.



USE PRIVACY SETTINGS

With a public account anyone can view and download your videos, even if they haven't created a TikTok account. Talk to your young person about the benefits of privacy settings.

Although there may be resistance to setting privacy settings if a user is seeking more likes and followers, emphasise the value of having greater levels of control and privacy.



USE RESTRICTED MODE

By going to the 'Digital Wellbeing' section on TikTok you can enable Restricted Mode. This has been created to filter out mature or inappropriate content.

While this may not be perfect, it should offer some level of filtering. To set restricted mode you will need to create a pin code.



ENABLE FAMILY PAIRING MODE

Family pairing mode allows you to link your TikTok with your child's account. By using Family Pairing Mode you can change settings on your child's account including:

Screen Time Management - How long the app can be used for.

Restricted Mode - Filtering inappropriate content.

Direct Messages - Turn off direct messages completely, or restrict certain users from sending messages.



LEARN HOW TO BLOCK AND REPORT

Make sure that your young person knows how to use all of the block and report features. It's possible to restrict comments, restrict Duets, report a comment and block a user.

These features can help users to have a greater level of control on the platform, but they are only helpful if your young person knows how to use them.

Talk through how to make use of these settings with your young person.



BE MINDFUL OF SCREEN TIME

Excessive screen time on social media can have negative impacts on student wellbeing. If your young person is old enough to use TikTok, have a conversation with them to agree appropriate levels of screen time. You could start the conversation by asking them how much screen time per day they think would be good for them.

There is also the option of setting screen time limits under the screen time management option. This allows you to limit the amount of time a user can spend on the app per day. This option can then be locked with a PIN code.

Find out more about our internet safety training for schools [here](#).

Online Safety- Top Tips for Parents



Have a conversation and get to know what your child likes doing online and how going online makes them feel. Visit Childnet or the UK Safer Internet Centre for advice on conversations.

Establish boundaries and routines for the whole family when using technology and

going online. This could include where devices are kept, how long they are used for, and when.

Be clear on strategies your child can use if something worries or upsets them online.

This could be how to get support, who to talk to, or turning over the device and getting help.

Get to know your devices and especially the safety features on devices, wifi, phone networks, entertainment services and apps.

Be curious, not furious. It can be really worrying if your child sees something unexpected or inappropriate online but try to remain calm. If your child has done something wrong, use this as a learning opportunity. We want children to feel that they can come to us if they are worried about something.

Keep the conversation going. It's important to keep talking about online safety. Find quiet moments together or use current news stories as a way of approaching the subject again.

Age-appropriate content and parental controls



Inappropriate content

Inappropriate content can take many forms from inaccurate information to content that may lead your child to unlawful behaviour. Children with unsupervised access to the internet can stumble across this content, or it could even be sent to them directly by

another child or adult. The most common forms it could take are:

- Pornographic material
- Content containing profanity or vulgar language
- Sites that encourage vandalism, crime, terrorism, racism, eating disorders or suicide
- Pictures, videos or games which show images of violence or cruelty to other people
- or animals
- Gambling sites
- Unmoderated chat rooms – where there's no one supervising the conversation and
- barring unsuitable comments.
- Sexism or sites that misrepresent people of different genders

Content that promotes hate against protected characteristics

Some content may also exploit children for different purposes such as grooming or county lines.

Films, video games and apps

While most films are clearly labelled, it's often more tricky when it comes to the internet. Video games, such as Fortnite or Minecraft are subject to Pan European Game Information (PEGI ratings). These are used to advise the type of content a video game has and age groups they're suitable for. [You can learn more about video game and app ratings here.](#)

However, it's important to consider the individual child; content ratings are a guideline unless specified in a platform's terms of use. Content appropriate for one 8-year-old might not be appropriate for another 8-year-old. Some children will have different needs, maturity levels and critical thinking skills.

The best thing you can do is review the content they access to decide for yourself what is appropriate.

Check the age rating for any app or game your child has access

Be especially careful if your child has older brothers, sisters or friends.

Parental controls

Parental controls are designed to help protect children from inappropriate content online, such as pornography or other adult content.

These controls can be used in a number of ways, e.g. to help ensure that your children access only age-appropriate content, to set usage times and to monitor activity.

Where can I find parental controls?

There are four main places you can find parental controls, and it can help to set up a combination of these:

Internet provider: You can set up filters to help block access to inappropriate content on any device that connects to your home WiFi.

Mobile operator: Filters are often automatically set up on mobile contracts, especially if the user is under the age of 18, but you can double-check with your provider.

Devices: Many devices have parental control settings, for example, to help restrict spending in apps, reduce screentime, or disable location functions.

Online Services: Sites and apps like BBC iPlayer and YouTube have parental control settings to help restrict access to inappropriate content.

Practical guides - Parental Controls

These free practical guides from [Internet Matters](#) will show you how to set up parental controls on various platforms and provide help with many filtering options, including how to set time and age limits, block certain content, lock settings with a password or PIN, and activate restricted modes where available.

Where can I get online safety advice?



The following online resources are very helpful to parents and carers.

Childnet A collection of advice covering topics such as screen time, parental controls, having a conversation, digital well-being and live streaming.

<https://www.childnet.com/parents-and-carers/>

UK Safer Internet Centre A guide for parents covering many aspects of online safety including a guide to a guide to technology, having a conversation and screen time.

<https://saferinternet.org.uk/guide-and-resource/parents-and-carers>

Ask About Games Specific advice and online guides about gaming and PEGI ratings. Includes information about setting up family controls for games consoles.

<https://www.askaboutgames.com/>

NSPCC Keeping Children Safe Online Safety advice to help you learn about staying safe online as a family.

<https://www.nspcc.org.uk/keeping-children-safe/online-safety>

Common Sense Media Online advice and reviews for games, apps, films and books, including information about age suitability.

<https://www.commonsensemedia.org/>

Where can I get more support?



The following organisations offer support to families, children and young people:

Family Lives Provides help and support with all aspects of family life.

<https://www.familylives.org.uk/>

NSPCC Providing help and support for adults who are concerned about the safety or wellbeing of a child.

<https://www.nspcc.org.uk/>

Young Minds Support and help with young people's mental health and well being

<https://www.youngminds.org.uk/>

Support for children and young people:

Childline Providing help and support for under 18s. 0800 11 11 or <http://>

www.childline.org.uk/

Young Minds Support and help with young people's mental health and well being

<https://www.youngminds.org.uk/>

Step-by-step guides and checklists:

A Parents' Guide to Technology A set of guides to popular devices such as laptops, phones, games consoles, tablets and smart televisions.

<http://www.saferinternet.org.uk/parent-tech>

Internet Matters Step by step guides that help you to set up parental controls (and much more info besides).

<https://www.internetmatters.org/>

Childnet Family Agreement Provides a framework for setting our expectation for online behaviour and usage.

<https://www.childnet.com/resources/family-agreement/>

Social Media Guides Advice from each social media company, collated by the UK Safer Internet Centre, with advice on privacy features and parental controls. <https://>

saferinternet.org.uk/guide-and-resource/social-media-checklists

Cyberbullying



Cyberbullying is any bullying behaviour by electronic means. It typically includes intentionally causing someone or a group of people harm by sharing/posting unkind or offensive comments, sharing private information to shame or ridicule, impersonating others and promoting rumours or fake news about others.

For younger people the perpetrators are usually people that they know (e.g. from school or the community).

If your child is experiencing cyberbullying or other online harms it is important they do not engage in conversation with the perpetrator. Instead, seek help. Reach out and tell someone.

It's important to be able to share evidence of what has happened. Although it will be tempting for your child to delete distressing messages, without proof, schools, service providers or the police are limited as to how they can respond.

It's important that you talk to your child about next steps. Your goal is for the bullying behaviour to stop and for your child to be able to enjoy life again.

These are your options for reporting content:

Reporting to platforms

Most social media platforms have options for reporting harmful content. If you are struggling to see how to report content or have reported content and are not happy with the action taken, then you can visit [Report Harmful Content](#) for more support. You may also have other options through the platform such as muting or hiding content, or blocking the perpetrator.

Reporting to the school

We want to protect children from bullying, even if it happens offsite, online or over the phone. Let us know if your child is experiencing any such difficulty.

Reporting to the police

Cyberbullying is not a specific criminal offence in the UK. However, incidents which are considered as harassment, threats or menacing communication may be an offence. You can also contact the police through the 'Click CEOP' button which appears on every page of the school website.

SUPPORTING CHILDREN TO DEAL WITH UPSETTING CONTENT

A Guide for Parents and Carers

Raising children in the digital age seems to be getting tougher, with the world currently experiencing so many uncertainties. From climate change to military conflicts around the globe, right now children across the globe can scarcely go online without being exposed to unsettling stories, images and ideas. Reassuring a concerned child can be difficult, especially when bad news feels omnipresent. We've put together some advice to help you in discussing upsetting events with young ones.

1 FIND OUT WHAT YOUR CHILD KNOWS

There are many ways that children are exposed to upsetting content in the media, both online and offline. Before swamping your child with information, find out what they know already. Show them you're interested in what they have to say, practice active listening and try to gauge how much your child has been impacted by what they've seen.



2 RIGHT TIME, RIGHT PLACE

Starting a conversation about upsetting content probably isn't the best idea when your child is studying for an exam or about to go to bed. Choose a time when they're relaxed and open to talking, to make sure you have their full attention. Remember, these conversations can become emotional, so choose somewhere your child feels safe and comfortable.



3 KEEP IT AGE APPROPRIATE

With younger children, try and keep the conversation more general and avoid leading questions and complex detail. You can go slightly deeper into the specifics with young teenagers but keep monitoring their emotional response. With older teens, you can be more open about the realities and consequences of what's happening – but again, do stay aware of their emotional state.



4 EMPHASISE HOPE

Upsetting content can make anyone feel angry, scared, sad or overwhelmed. Try to find stories of hope, generosity and strength related to the content you're discussing. Children often feel reassured when they know they can do something to help, so encourage your child's sense of control through activities which make them feel they're positively impacting the events they're concerned about.



5 MONITOR REACTIONS

All children react differently, of course, and young people might not directly say that they're scared, angry, anxious, confused or uncomfortable. Emotional reactions are natural when discussing upsetting topics, so take note of your child's body language and reactions. Allow them to express their feelings in a non-judgmental space and try to stay mindful of how they might be feeling.



6 CONSIDER YOUR OWN EMOTIONS

It's not only young people who find upsetting news difficult to process; adults also have to deal with strong emotions in moments of stress. Children develop coping strategies by mirroring those around them, so staying on top of how you appear to be regulating your emotion on the outside is important for supporting your child through worrying times.



7 SET LIMITS

Managing screen-time and content can be difficult even in normal circumstances, but especially in unusual or stressful periods (at the start of the pandemic, for example). It's virtually impossible to keep children away from upsetting content completely, but it's important to try to limit exposure by using parental controls, talking about the dangers of harmful content and enforcing screen-time limits.



8 TAKE THINGS SLOWLY

Try not to overwhelm your child with information all at once; instead, take the discussion one step at a time. You could make the first conversation a simple introduction to a potentially upsetting subject and then wait until your child is ready to talk again. Opening the door to the conversation and demonstrating that your child can talk to you about this type of issue is a vital first step.



9 ENCOURAGE QUESTIONS

Online, troubling images, posts, videos and stories are shared across multiple platforms, many of which your child might access. Even if the content is actually inappropriate, encourage your child to discuss what they saw instead of being angry at them for seeing it. Children are still learning that not everything online is accurate – you want to be their ultimate source of information, not their device.



10 FIND A BALANCE

There's often a tremendous compulsion to stay right up to date with events. Our phones frequently send us push notifications urging us to read the latest article or view the most recent video on social media. It's essential to remind your child that it's healthy to take regular breaks, and to focus on positive events instead of 'doomscrolling' and risking becoming overwhelmed by bad news.



11 BUILD RESILIENCE

News has never been more accessible. While our instinct may be to shield children from upsetting stories, it's important that they're equipped with the tools to manage this content when they are exposed to it. Talk about upsetting content more generally with your child and emphasise that they can always tell you or a trusted adult if something they see makes them feel uneasy.



12 IDENTIFY HELP

It's hugely important that children know where to find support if they encounter upsetting content online. Encourage them to open up to an adult that they trust, and make sure they're aware of who their trusted adults are. It is essential that children understand that they're not alone, and that help is available if and when they need it.



Meet Our Expert

Cayley Jorgensen is the director of FaceUp South Africa, which is a reporting system that is currently being used by schools and companies to fight bullying around the world. FaceUp helps give a voice to bystanders by encouraging them to speak up and get the help they not only want but need.



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Source: <https://www.bbc.com/news/health-610106> | <https://www.chalkline.com/blog/supporting-your-child-with-upsetting-content/> | <https://www.unicef.org/online-safety/how-to-talk-your-child-about-conflict-and-war>



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Top Tips for... MANAGING SCREEN TIME

According to the latest stats, people aged between 8 and 17 spend four hours on digital devices during an average day. Obviously, a new year is ideal for fresh starts and renewed efforts – so lots of families are trying to cut down their combined screen time right now, creating more moments to connect with each other and relying less on gadgets to have fun. Our top tips on reducing screen time are for everyone, so you can get your whole family involved in turning over a new leaf this year!

GET OUT AND ABOUT

If the weather's decent, spend some time in the garden or go for a walk. Even a stroll to the local shop would do: the main thing is getting some fresh air and a break from your screen.

TRY A TIMED TRIAL

When you're taking a screen break to do a different activity or a chore, turn it into a game by setting yourself a timer. Can you complete your task before the alarm goes off?

GO DIGITAL DETOX

Challenge yourself and your family to take time off from screens, finding other things to do. You could start off with half a day, then build up to a full day or even an entire weekend.

LEAD BY EXAMPLE

Let your family see you successfully managing your own screen time. You'll be showing them the way, and it might stop some of those grumbles when you do want to go online.

AGREE TECH-FREE ZONES

Nominate some spots at home where devices aren't allowed. Anywhere your family gathers together, like at the table or in the living room, could become a 'no phone zone'.

HOLD A SCREEN TIME AMNESTY

As a family, agree specific windows when it's OK to use devices. This should help everyone to balance time on phones or gaming with enjoying quality moments together.

BE MINDFUL OF TIME

Stay aware of how long you've been on your device for. Controlling how much time you spend in potentially stressful areas of the internet – like social media platforms – can also boost your wellbeing.

'PARK' PHONES OVERNIGHT

Set up an overnight charging station for everyone's devices – preferably away from bedrooms. That means less temptation for late-night scrolling.

SWITCH ON DND

Research shows that micro-distractions like message alerts and push notifications can chip away at our concentration levels. Put devices on 'do not disturb' until you're less busy.

TAKE A FAMILY TECH BREAK

Set aside certain times when the whole family puts their gadgets away and enjoys an activity together: playing a board game, going for a walk or just having a chat.

SOCIALISE WITHOUT SCREENS

When you're with friends, try not to automatically involve phones, TVs or other tech. Having company can be loads more fun if your attention isn't being split.

WIND DOWN PROPERLY

Try staying off phones, consoles, tablets and so on just before you go to sleep. Reading or just getting comfy in bed for a while can give you a much more restful night.

Meet Our Expert

Minds Ahead design and deliver the UK's only specialist postgraduate mental health qualifications. They also provide training and support to education organisations and local authorities – empowering school leaders and staff with the knowledge and tools to shape their settings into inclusive communities where the mental health of pupils and personnel is prioritised.



DEVICE BOX

The National College



National Online Safety
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@national_online_safety

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