



Hutton Church of England Grammar School and Sixth Form

ONLINE SAFETY POLICY

Author:	Nicola Moran
Reviewed by:	Curriculum Committee
Date Reviewed:	November 2025
Next Review Date:	November 2026
Adopted by Full Governors:	November 2025

Context

Hutton Church of England Grammar School and Sixth Form is a non-selective boys Grammar School aged from 1118 with a mixed Sixth Form.

As a Church school all we do is underpinned by Scripture; we fully recognise the contribution we can make to protect children from harm and to support and promote the welfare of all children who are students at our school. This policy applies to all stakeholders; this includes pupils, staff, parents, governors, volunteers, placement students and visitors.

This policy will give clear direction to all stakeholders about expectations and our legal and moral responsibility to safeguard and promote the welfare of all children at our school. This is embodied in Proverbs 27:23:

‘Be sure you know the condition of your flocks, give careful attention to your herds’

Legal framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England. Summaries of the key legislation and guidance are available on:

- Online abuse learning.nspcc.org.uk/child-abuse-and-neglect/online-abuse.
- Bullying learning.nspcc.org.uk/child-abuse-and-neglect/bullying.
- Child protection learning.nspcc.org.uk/child-protection-system.

We believe that:

- Children and young people should never experience abuse of any kind.
- Children should be able to use the internet for education and personal development, but safeguards need to be in place to ensure they are kept safe at all times.



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We recognise that:

- The online world provides everyone with many opportunities; however it can also present risks and challenges.
- We have a duty to ensure that all children, young people and adults involved in our organisation are protected from potential harm online.
- We have a responsibility to help keep children and young people safe online, whether or not they are using [name of organisation]'s network and devices.
- All children, regardless of age, disability, gender reassignment, race, religion or belief, sex or sexual orientation, have the right to equal protection from all types of harm or abuse.
- Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare and in helping young people to be responsible in their approach to online safety.

We will seek to keep children and young people safe by:

- Appointing an online safety coordinator: Mr L Howard
- Providing clear and specific directions to staff and volunteers on how to behave online through our behaviour code for adults.
- Supporting and encouraging the young people using our service to use the internet, social media and mobile phones in a way that keeps them safe and shows respect for others.
- Supporting and encouraging parents and carers to do what they can to keep their children safe online.
- Developing an online safety agreement for use with young people and their parents/carers.
- Developing clear and robust procedures to enable us to respond appropriately to any incidents of inappropriate online behaviour, whether by an adult or a child/young person.
- Reviewing and updating the security of our information systems regularly.
- Ensuring that user names, logins, email accounts and passwords are used effectively ensuring personal information about the adults and children who are involved in our organisation is held securely and shared only as appropriate.



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- Ensuring that images of children, young people and families are used only after their written permission has been obtained, and only for the purpose for which consent has been given.
- Providing supervision, support and training for staff and volunteers about online safety.
- Examining and risk assessing any social media platforms and new technologies before they are used within the organisation.

If online abuse occurs, we will respond to it by:

- Having clear and robust safeguarding procedures in place for responding to abuse (including online abuse).
- Providing support and training for all staff and volunteers on dealing with all forms of abuse, including bullying/cyberbullying, emotional abuse, sexting, sexual abuse and sexual exploitation.
- Making sure our response takes the needs of the person experiencing abuse, any bystanders and our organisation as a whole into account.
- Reviewing the plan developed to address online abuse at regular intervals, in order to ensure that any problems have been resolved in the long term.

Related policies and procedures

This policy statement should be read alongside our organisational policies and procedures, including:

- Safeguarding and Child protection
- Anti-Bullying Policy
- Mental Health and Wellbeing Policy
- ICT Acceptable Use Policy

Contact details

Online safety Co-ordinator - Mr L Howard, Head of IT at Hutton Grammar School –
l.howard@huttongrammar.co.uk



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Safeguarding Lead – Mr M Livingstone, m.livingstone@huttongrammar.co.uk

NSPCC Helpline – 0808 800 5000

More ways to help protect children

Take an NSPCC online safety course - <https://learning.nspcc.org.uk/>

Subscribe to the weekly awareness email newsletter -
<https://learning.nspcc.org.uk/newsletter/caspar>

Visit <https://learning.nspcc.org.uk/safeguarding-child-protection/voluntary-community-groups> for more information and resources for voluntary and community organisations

Policy Review

This policy is reviewed every year.

Any personnel changes will be implemented immediately.



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