



The Bishop Konstant
Catholic Academy Trust

Learning Communities, Inspired by Faith



Our Trust Mission

With Jesus Christ at the centre of the life of the Trust, we seek to provide learning communities offering the highest possible standards of education. We are committed to working in partnership and trust for the common good. We strive to encourage and empower children and young people to recognise and realise their God-given potential and to discern their vocation in life. As learning communities inspired by faith, we celebrate achievement, offering each other challenge and support, as together we follow Christ in self-giving love and service.

Keeping children happy and safe online, during COVID-19

As UK schools close, or run at a limited capacity because of COVID-19, we know that parents and carers are having to manage their child's use of technology and help them learn remotely. This can feel overwhelming, but we are here to help!

Here are lots of useful resources and tools that you as a parent or carer can use to help ensure your child is safe and happy online.

Talking to your child about online safety

Advice on how to start the conversation and get support if you are worried.

Starting a conversation about online safety

It can be difficult to know how to start talking to your child about what they're doing online or who they might be speaking to. Nevertheless, talking regularly, like you would about their day at school, will help your child feel relaxed and mean that when they do have any worries, they're more likely to come and speak to you. It can help to:

- reassure them that you're interested in their life, offline and online. Recognise that they'll be using the internet to research homework as well talking to their friends.
- ask your child to show you what they enjoy doing online or apps they're using so you can understand them.
- be positive but also open about anything you're worried about. You could say "I think this site's really good" or "I'm a little worried about things I've seen here."
- ask them if they're worried about anything, and let them know they can come to you.
- ask them about their friends online and how they know they are who they say they are.
- listen for the reasons why your child wants to use apps or site you don't think are suitable, so you can talk about these together.
- ask your child what they think's okay for children of different ages so they feel involved in the decision making.

Taken from - <https://www.saferinternet.org.uk/blog/keeping-children-happy-and-safe-online-during-covid-19> (25/3/20), <https://www.nspcc.org.uk/keeping-children-safe/online-safety/> & <https://www.thinkuknow.co.uk/parents/Support-tools/home-activity-worksheets/>

How could my child feel talking about online safety?

For children, online life is real life. It can help to think about how your child could feel sharing what they're doing online before you talk to them.

Some emotions they could be feeling are:

- uncomfortable
- worried
- annoyed
- confused
- happy

Online safety activities you can do from home

As your children spend more time at home and are going to be online more than ever, we've pulled together a list of easy-to-use resources. They are broken up into ages and include quick activities, films and plenty more fun ways to engage with your children. From identifying fake news to online bullying – there is plenty for you and your family to use.

- **For 3-7 year olds** - <https://www.childnet.com/resources/online-safety-activities-you-can-do-from-home/for-3-7-year-olds->
- **For 7-11 year olds** - <https://www.childnet.com/resources/online-safety-activities-you-can-do-from-home/for-7-11-year-olds->
- **For 11-14 year olds** - <https://www.childnet.com/resources/online-safety-activities-you-can-do-from-home/for-11-14-year-olds->
- **For 14-18 year olds** - <https://www.childnet.com/resources/online-safety-activities-you-can-do-from-home/for-14-18-year-olds->

Getting advice and guidance if something goes wrong

As young people spend more time online there is also an increase in the chances they will see something online which isn't intended for them. Whether this is fake news, impersonation, or mean comments, there are lots of places you can go to for help and advice on how to report this behaviour. Together as a family you can also help prepare your children and build their critical thinking skills.

Making a report

reportharmfulcontent.com is a website designed to help you report anything, which you believe, shouldn't be online. There's guidance about how to report different types of content as well as help with the next steps you can take if your report isn't actioned by the site or service you have made it on.

Taken from - <https://www.saferinternet.org.uk/blog/keeping-children-happy-and-safe-online-during-covid-19> (25/3/20), <https://www.nspcc.org.uk/keeping-children-safe/online-safety/> & <https://www.thinkuknow.co.uk/parents/Support-tools/home-activity-worksheets/>

Speaking to someone

For young people - depending on the age of your child - there are a range of places they can go to for help. For younger children they can **call Childline** (<https://www.childline.org.uk/>) for help and support, and for older children **The Mix** (<https://www.themix.org.uk/>) offer free and practical advice.



For parents and carers - The O2 and NSPCC helpline

(<https://www.o2.co.uk/help/nspcc/helpline>)

can help you with any questions or concerns you may have about keeping your child safe online. They can provide you with advice and help to troubleshoot any problems your family may be facing.

Making the most of the internet as a family

Creating a family agreement

A **family agreement** (<https://www.childnet.com/resources/family-agreement>) is a great way to start a conversation with your whole family about how you all use the internet. As you have everyone at home, it's a fantastic way to set boundaries and discuss how you are all going to use technology during this time. Where is tech going to be used in your home? How are you going to share it and what times of the day can different family members have access? It's also a great way to discuss how to behave online and talk about what happens if something upsets or worries your child.

Having a conversation

As a parent or carer, the best tool to support your child in leading a happy and safe life online is open conversation.

Our **Parents' Guide** (<https://www.childnet.com/resources/lets-talk-about-life-online>) gives advice on how to begin these discussions, how to work together as a family to support your child online, and how to handle difficult conversations or situations.

Topic specific advice for parents and carers

From livestreaming and parental controls, to grooming, our website has advice for parents and carers on a **range of topics** (<https://www.childnet.com/parents-and-carers/hot-topics>)



Home Activity Packs

This page (the above web link) has been created to support parents during COVID-19 and the closure of schools. Each fortnight, www.thinkuknow.co.uk will be releasing new home activity packs with simple 15 minute activities you can do with your child to support their online safety at a time when they will be spending more time online at home.

Parents and Carers Helpsheets - If you haven't already, the first thing to do is read our Parents and Carers Helpsheets - there is one for [primary](#) and one for [secondary](#). These contain key online safety advice and links to our resources, as well as support services.

Home activity packs - Once you have read the Helpsheets, click on the links below to download your first home activity packs for each age range.

Each pack contains two 15 minute activities to do with your child, using Thinkuknow resources. The next two will be released in a fortnight's time.

For Early Years and Primary:

- [Home activity pack for 4-5s](#)
- [Home activity pack for 5-7s](#)
- [4-7s Reward Chart](#)
- [Home activity pack 8-10s](#)

For Secondary:

- [Home activity pack 11-13s](#)
- [Presentation containing First to a million film 11-13s](#)
- [Home activity pack 14+](#)

Below are some other useful links to help you:

- [Internet matters](#) (support for parents and carers to keep their children safe online)
- [Parent info](#) (support for parents and carers to keep their children safe online)
- [LGfL](#) (support for parents and carers to keep their children safe online)

The following pages contain **Acceptable Use Agreements**, which you can use, in an age appropriate way, with your child.

Early Years & KS1 Children Acceptable Use Agreement

1. I only **USE** devices or apps, sites or games if a trusted adult says so
2. I **ASK** for help if I'm stuck or not sure
3. I **TELL** a trusted adult if I'm upset, worried, scared or confused
4. If I get a **FUNNY FEELING** in my tummy, I talk to an adult
5. I look out for my **FRIENDS** and tell someone if they need help
6. I **KNOW** people online aren't always who they say they are
7. Anything I do online can be shared and might stay online **FOREVER**
8. I don't keep **SECRETS** or do **DARES AND CHALLENGES** just because someone tells me to do this
9. I don't change **CLOTHES** in front of a camera
10. I always check before **SHARING** personal information
11. I am **KIND** and polite to everyone

✓

My trusted adults are:

_____ - **at school**
_____ - **at home**
_____ - **other**

KS2 Children Acceptable Use Agreement

This agreement will help keep me safe and help me to be fair to others

1. ***I learn online*** – I use the Academy’s internet and devices for Academy work, homework and other activities to learn and have fun. Academy internet and devices are monitored.
2. ***I ask permission*** – Whether at home or in the Academy, I only use the devices, apps, sites and games I am allowed to, at the times I am allowed to.
3. ***I am a friend online*** – I won’t share anything that I know another person wouldn’t want shared, or which might upset them. If I know a friend is worried or needs help, I will remind them to talk to an adult, or even do it for them.
4. ***I am a secure online learner*** – I keep my passwords to myself and reset them if anyone finds them out. Friends don’t share passwords!
5. ***I am careful what I click on*** – I don’t click on unexpected links or popups, and only download or install things when I know it is safe or has been agreed by trusted adults. Sometimes add-ons can cost money, so it is important I always check for these too.
6. ***I ask for help if I am scared or worried*** – I will talk to a trusted adult if anything upsets me or worries me on an app, site or game – it often helps. If I get a funny feeling, I talk about it.
7. ***I know it’s not my fault if I see or someone sends me something bad*** – I won’t get in trouble, but I mustn’t share it. Instead, I will tell a trusted adult. If I make a mistake, I don’t try to hide it but ask for help.
8. ***I communicate and collaborate online*** – with people I already know and have met in real life or that a trusted adult knows about.
9. ***I know new online friends might not be who they say they are*** – I am careful when someone wants to be my friend. Unless I have met them face to face, I can’t be sure who they are.
10. ***I check with an adult before I meet an online friend*** face to face for the first time, and I never go alone.
11. ***I don’t do live videos (livestreams) on my own*** – and always check if it is allowed. I check with a trusted adult before I video chat with anybody for the first time.
12. ***I keep my body to myself online*** – I never get changed or show what’s under my clothes in front of a camera. I remember my body is mine and no-one should tell me what to do with it; I don’t send any photos or videos without checking with a trusted adult.

13. ***I say no online if I need to*** – I don't have to do something just because a friend dares or challenges me to do it, or to keep a secret. If I get asked anything that makes me worried, upset or just confused, I should say no, stop chatting and tell a trusted adult immediately.
14. ***I tell my parents/carers what I do online*** – they might not know the app, site or game, but they can still help me when things go wrong, and they want to know what I'm doing.
15. ***I am private online*** – I only give out private information if a trusted adult says it's okay. This might be my address, phone number, location or anything else that could identify me or my family and friends; if I turn on my location, I will remember to turn it off again.
16. ***I am careful what I share and protect my online reputation*** – I know anything I do can be shared and might stay online forever (even on Snapchat or if I delete it).
17. ***I am a rule-follower online*** – I know that apps, sites and games have rules on how to behave, and some have age restrictions. I follow the rules, block bullies and report bad behaviour.
18. ***I am not a bully*** – I do not post, make or share unkind, hurtful or rude messages/comments and if I see it happening, I will tell my trusted adults.
19. ***I am part of a community*** – I do not make fun of anyone or exclude them because they are different to me. If I see anyone doing this, I tell a trusted adult.
20. ***I respect people's work*** – I only edit or delete my own digital work and only use words, pictures or videos from other people if I have their permission or if it is copyright free or has a Creative Commons licence.
21. ***I am a researcher online*** – I use safe search tools approved by my trusted adults. I know I can't believe everything I see online, know which sites to trust, and know how to double check information I find.

My trusted adults are:

- _____ - **at school**
- _____ - **at home**
- _____ - **other**

KS3/4 & Sixth Form Student Acceptable Use Agreement

What is an Acceptable Use Policy?

We ask all children, young people and adults involved in the life of the Academy to sign an Acceptable Use Policy (AUP). This is a document which outlines how we expect them to behave when they are online, and/or using Academy networks, connections, internet connectivity and devices, cloud platforms and social media (both when on Academy site and outside of the Academy).

Why do we need an AUP?

These rules have been written to help keep everyone safe and happy when they are online or using technology. Sometimes things go wrong, and people can get upset, but these rules should help us avoid it when possible and be fair to everybody.

Academy systems and users are protected and monitored by security and filtering services to provide safe access to digital technologies. This means anything you do on an Academy device or using Academy networks/platforms/internet may be viewed by one of the staff members, who are here to keep you safe.

But you should not behave any differently when you are out of the Academy or using your own device or home network, either. All of the points in the list on the next page below can be summarised as follows:

"Treat yourself and others with respect at all times; treat people in the same way when you are online or on a device as you would face to face."

What am I agreeing to?

1. I will treat myself and others with respect at all times; when I am online or using a device, I will treat everyone as if I were talking to them face to face.
2. Whenever I use a device, the internet or any apps, sites and games, I will try to be positive and creative, to learn and share, to develop new skills, to have fun and prepare for the future.
3. I consider my online reputation with everything that I post or share – I know anything I do can be shared and might stay online forever (even on Snapchat or if I delete it).
4. I will tell a trusted adult if I have a problem or am worried about something online, and I will encourage my friends to do so too. Statistics show that telling someone helps!
5. It is not my fault if I stumble across (or somebody sends me) something violent, sexual or otherwise worrying. But I will not share or forward it, and I will ask a trusted adult for advice/help.
6. If I see anything that shows people hurting themselves or encourages them to do so, I will report it on the app, site or game and tell a trusted adult straight away.
7. I will ensure that my online activity or use of mobile technology, in the Academy or outside, will not cause my Academy, the staff, students or others distress or bring the Academy into disrepute.
8. I will only use the Academy's internet and any device I may be using in Academy for appropriate Academy activities and learning, unless I have express permission to carry out recreational activities, e.g. in a Lunchtime Club or After School Club.
9. I understand that all internet and device use in the Academy may be subject to filtering and monitoring; Academy-owned devices may also be subject to filtering and monitoring when used outside of the Academy, and the same expectations apply wherever I am.

10. I will keep logins, IDs and passwords secret and change my password regularly. If I think someone knows one of my passwords, I will change it; if I think they have used it, I will tell a teacher.
11. I will not bring files into the Academy or download files that can harm the Academy network or be used to bypass Academy security.
12. I will only edit or delete my own files and not (even try to) view, change or delete other people's files or user areas without their permission.
13. I will use the internet, games and apps responsibly; I will not use any that are inappropriate for the Academy, my age or learning activities, including sites which encourage hate or discriminating against others.
14. I understand that websites, blogs, videos and other online information can be biased and misleading, so I need to check sources (see fakenews.lgfl.net for support).
15. I understand that bullying online, or using technology, is just as unacceptable as any other type of bullying, and will not use technology to bully, impersonate, harass, threaten, make fun of or upset anyone, at the Academy or outside. I will stand up for my friends and not be a bystander.
16. I will not browse, download, upload, post, share or forward material that could be considered offensive, harmful or illegal. If I accidentally come across any such material, I will report it immediately to my teacher.
17. I am aware that some websites, games, online shopping, file sharing and social networks have age restrictions (many social media sites are 13+) and I should respect this. 18-rated games are not more difficult but are inappropriate for young people.
18. When I am at Academy, I will only e-mail or contact people as part of learning activities.
19. The messages I send, or information I upload, will always be polite and sensible. I understand that all messages I send reflect on me and the Academy.
20. I will be careful when opening files and attachments, checking for viruses etc. If I am unsure, I will never open a file, hyperlink or any other attachment.
21. I will not download copyright-protected material (text, music, video etc.).
22. I will not share my or others' personal information that can be used to identify me, my family or my friends on any online space, unless a trusted adult has given permission or reviewed the site.
23. Live streaming can be fun, but I always check my privacy settings and know who can see what and when. If I live stream, my parents/carers know about it.
24. I know new online friends might not be who they say they are, so I am always very careful when someone wants to 'friend' me. Unless I have met them face to face, I can't be sure who they are.
25. I will never arrange to meet someone face to face who I have only previously met in an app, site or game without telling and taking a trusted adult with me.
26. I will only use my personal devices (mobiles, smartwatches etc) in the Academy if I have been given permission, and I will never take secret photos, videos or recordings of teachers or students.
27. I will respect my body and other people's – part of that means using positive words about myself and others; it also means not revealing too much on camera and not sharing or posting photos or videos that show me or anyone else without all my/their clothes on.

28. I understand that many apps have geolocation settings (identifying my location or where I made a post or took a photo). I will make sure that I know how to turn geolocation on and off, and not tell the world where I am at all times or make it too easy to find out where I live or which Academy I attend.
29. I am aware that my online activity at all times should not upset or hurt other people and that I should not put myself at risk.
30. If I see, watch, read, hear or receive anything I am unhappy with or I receive a message that makes me feel uncomfortable, e.g. bullying, sexual, extremist/hateful content, I will not respond to it, but I will talk to a trusted adult about it.
31. I don't have to keep a secret or do a dare or challenge just because a friend tells me to – real friends don't put you under pressure to do things you don't want to.
32. It is illegal to view any form of pornography if you are under 18 years old; I will not attempt to do so and will report anyone who tries to trick me into doing so.
33. I know that I can always say no online and end a chat or block a friend; if I do, it's best to talk to someone about it as well.
34. I know who my trusted adults are at the Academy, home and elsewhere, but if I know I can also get in touch with [Childline](#), [The Mix](#), or [The Samaritans](#).

I have read and understand these rules and agree to them.

If you require any further support or advice, please contact your child's school, as per your usual means.

If you have any concerns about any safeguarding issues, including online safety, please refer to your School's Safeguarding Policy and Procedure available on their website.

The Trust have also set up an email address, which you can contact, if you need further advice, help or guidance, as well as technical support for accessing online learning systems.

Please email the following address:

StudentITSupport@bkcat.co.uk