Filtering and Monitoring

What is filtering and monitoring?

Filtering and monitoring systems are used to keep pupils safe when using your school's IT system.

- ο **Filtering systems:** block access to harmful sites and content
- ο **Monitoring systems:** identify when a user accesses or searches for certain types of harmful content on school and college devices (it doesn't stop someone accessing it). The school is then alerted to any concerning content so we can intervene and respond.

No filtering and monitoring system is 100% effective, so we need to use it alongside our existing safeguarding systems and procedures.

What do I need to know about filtering and monitoring?

All staff should be clear on:

- ο The expectations, applicable roles and responsibilities in relation to filtering and monitoring as part of their safeguarding training. For example, part of our role is to monitor what's on pupils' screens.
- ο How to report safeguarding and technical concerns – Please report to your E safety Office immediately. The Academy E Safety Officer is Peter Knights. If unavailable please report to Kerry Carr (DLS) or Rachel Bailey (Headteacher & DDSL).

Staff should report concerns if:

- o They witness or suspect unsuitable material has been accessed
- o They are able to access unsuitable material
- o They are teaching topics that could create unusual activity on the filtering logs
- o There is failure in the software or abuse of the system
- o There are perceived unreasonable restrictions that affect teaching and learning or administrative tasks
- o They notice abbreviations or misspellings that allow access to restricted material

Senior leaders and all relevant staff are aware of and understand:

ο **What provisions our school has in place and how to manage these provisions effectively** – The Academy Filtering and Monitoring System is Smoothwall. As detailed in KCSIE 2023 "The designated safeguarding lead should take lead responsibility for safeguarding and child protection (including online safety and understanding the filtering and monitoring systems and processes in place)." The DSL will work closely with the E Safety Officer to ensure all children are safeguarded ensuring they (DSL) oversee filtering and monitoring reports, safeguarding concerns and checks to filtering and monitoring systems

ο **How to escalate concerns when they identify them.** The E Safety Officer will create a ticket to the Voyage Education Partnership IT team. If there are immediate risks to the school community, the E safety Officer will contact the IT team in person immediately and take any appropriate necessary action in consultation with the DSL and IT dept

ο **Overseeing reports** The E Safety Officer and DSL will undergo training with Smoothwall in order they can take Academy level monitoring and preventive measures and action holistically. The DSL will oversee these reports to ensure all learners are safeguarded.

ο **Making sure staff are trained appropriately and understand their role** The Esafety officer will provide staff with appropriate knowledge and skills to ensure staff feel confident in identifying and reporting filtering and monitoring concerns.

The Trust is responsible for:

ο Buying-in the filtering and monitoring system our school uses Voyage Education Partnership provider is Smoothwall

ο Documenting what is blocked or allowed, and why

ο In conjunction with the school reviewing the effectiveness of our provision, making sure that processes are in place so that incidents are urgently picked up, acted on and outcomes are recorded

Peter Knights takes the lead and is responsible for online safety in school as the E Safety Officer. The E Safety officer will liaise closely with the DSL, Kerry Carr, to ensure there is a holistic approach to E Safety in order to safeguard our learners. If a child is at risk of harm please ensure that the DSL is notified immediately in line with the Welfare Concerns Pathway.

The DSL and E Safety Officer are responsible for ensuring they understand the filtering and monitoring processes in place and ensure that staff have the knowledge and ability to report any concerns.

This includes overseeing and acting on:

ο Filtering and monitoring reports
ο Safeguarding concerns
ο Checks to filtering and monitoring systems
ο Working with Trust IT staff to make sure our provision is effective; speaking to them about the Trust filtering and monitoring provision for specific training and support.

Staniland Academy next steps:

ο Ensure all staff are aware of their responsibilities and have appropriate training to enable them to identify and report concerns (Sept 4th 23)
ο Review filtering and monitoring provision at least annually
ο Block harmful and inappropriate content without unreasonably impacting teaching and learning
ο Have effective monitoring strategies in place that meet our safeguarding needs
ο Ensure that the academy is compliant and has regard for the DfE Meeting Digital and Technology Standards in School for full guidance.
ο Make full use of on-going and current training with our partners – National On-line Safety