

E-Safety Policy

Our Beliefs:

The Hwb Torfaen has a duty in safeguarding and promoting the welfare of all children and young people engaging in our projects, under the Children Act 2004.

As technology increasingly permeates into every aspect of a child's life from an ever younger age, The Hwb is committed to work in a way that protects children and young people in the online world.

The Hwb recognises the internet and other digital technologies provide a vast opportunity for children and young people to learn, socialise and play, but that the need to keep them safe from inappropriate materials and abuse online is of vital importance.

This policy applies to all Hwb staff, trustees and volunteers.

Definitions: for the purpose of this policy 'Digital Technologies' refer to the use of not only the internet but all forms of media including mobile phones, laptops and computers, gaming consoles and bluetooth devices.

Aim:

This policy is aimed at outlining a uniformed approach to e-safety, that protects children and young people who may access digital technologies whilst in the care of HWB projects, whether it be using HWB facilities or own devices.

HWB aims to ensure that as an organisation we operate in line with our values and within the law in terms of how digital technologies should be used, and is committed to ensuring that **all** children and young people engaging in the projects will be safe.

This policy is also recommended as good practice to all of HWB partner organisations as a minimum level of provision of e-safety for children and young people.

Practical Steps:

Safety on projects:

Where our projects and activities may provide access opportunities to digital technologies, we will seek to keep all children and young people safe by:

- Provide staff, trustees and volunteers with relevant and up to date e-safety awareness training as part of our overall safeguarding training programme.

- Have a range of procedures that provide clear and specific direction for staff, trustees and volunteers on appropriate use of digital technologies (see HWB Employee Handbook)
- Have a robust reporting procedure for concerns and disclosures of digital technology issues that may arise.
- Ensure supervision of children and young people when using digital technologies on project activities.
- Where appropriate provide awareness raising opportunities for children and young people on using digital technologies safely.
- Make use of our procedures by dealing firmly, fairly and decisively with any examples of inappropriate use of digital technologies such as illegal use, cyberbullying, grooming and the perpetrating of abuse.
- Include the risk assessing of digital technologies as part of project activity planning.

Bullying:

Hwb takes all aspects of bullying very seriously and under no circumstance will such behaviour be tolerated. Where there is evidence of cyberbullying by children and young people on any HWB project, the perpetrator will be spoken to and appropriate education work or sanctions may be put in place.

Equality:

All children and young people have the right to be safeguarded from abuse. HWB recognises that some children and young people may face additional vulnerabilities and barriers. This may be due to personal characteristics such as race, gender, age, religion, disability, sexual orientation, social background or culture.

HWB is aware that these characteristics may mean that these children and young people can be at greater risk of abuse because of factors such as prejudice, discrimination, communication barriers and the reduced ability to resist or report abuse.

Safeguarding Children and Young People with Digital Technologies Procedures:

Where a child or young person is a victim of misuse of digital technology that may lead to significant harm the incident should be documented and reported immediately ensuring that the HWB safeguarding procedures are adhered to.

Where a child or young person has shown intentional misuse of digital technology within HWB projects the individual involved will be spoken to by a HWB representative and action taken as appropriate, this may include speaking to the parent/carer, providing information and education work or putting sanctions in place.

Where there has been a serious breach, such as intentional accessing of illegal content or use of exploitative and grooming behaviours, then HWB may involve external organisations such as Social Services or the police.

Legal Framework:

This policy has been drawn up on the basis of law and guidance that seeks to protect children, namely:

- United Convention of the Rights of the Child 1991
- Data Protection Act 1998
- Sexual Offences Act 2003
- Children Act 2004
- Protection of Freedoms Act 2012

Further Guidance:

NSPCC 'Are they safe?'

CEOP 'Thinkuknow'

This policy will be regularly monitored and reviewed on an annual basis.