

E-mentoring

5. Internet and email policies

Whenever we meet a school their first paperwork we will ask to see is the school's Internet and email policy.

We have to remember the bigger picture at all times– we are talking about linking children with adults they don't know via the Internet!

Every precaution has to be taken into consideration and the first step on this ladder is having a strong Internet and email policy that the school and students abide by. If you don't currently have these policies in place then it is essential that these are developed as quickly as possible.

The link below has lots of good straight forward information that you can take change and use to build Internet and email policies.

<http://safety.ngfl.gov.uk/schools/?INDEX=ALL>

Topics typically covered by **internet** safety policies of the schools surveyed included:

- use of the **internet** in school, and sanctions for misuse
- use of email in school
- details of filtering systems, and monitoring carried out by the school
- advice on not giving out personal information
- strategy or policy for what to do if an incident or violation occurs
- other strategies for ensuring **internet** safety
- home-school liaison issues, including use of school email at home
- use of chat or SMS at school
- teaching or curriculum issues surrounding **internet** use
- recommended teaching resources for **internet** safety.