



# Firm Foundation Course

## **E-Safety Policy:**

### **Using mobile phones or wireless technology in class**

Firm Foundation does appreciate that the use of electronic devices does enhance the learning of students. However, technological devices in Firm Foundation is operated by tutors.

KS1 & KS2 Students are not encouraged to bring a phone or any electronic device into sessions. Parents should text or call the tutor if there is an emergency.

However, KS3 to KS5 students are permitted to have their phones or their electronic device on them but should not be using the device for social contact during sessions. Students can be directed by the tutor to use their phone or electronic device to access educational material that will enhance their learning during sessions; However, permission must not be assumed by the student but is at the discretion of the tutor. With permission, students can use their phone to contact their parents if there is any emergency.

Any electronic device brought in by the older students is the responsibility of the student. Firm Foundation Course will not be held responsible for the loss, damage or theft of the device. If your child brings in an electronic device, it should be switched off and kept away. If a parent has given their child an electronic device the parent should ensure that the contents are age appropriate, legal and suitable for a school environment.

Photos and videos of individual(s), the premises or parts of the premises must not be taken by students without permission from Firm Foundation Course.

### **Email & Social Networking:**

Firm Foundation Course does not permit any student to access any social networking sites on its premises. Students should not be accessing emails during sessions or any social media during sessions.

### **Cyber-bullying:**

Cyber-bullying is completely unacceptable. Where a student is suspected to have participated in this, their electronic device will be confiscated and handed to the parent at the end of the session.

However, if whilst on the premises, a student receives any message that disturbs them, they should report this to the tutor.

### **Photos on the Website**

Firm Foundation Course may publish photos, subject to consent on the Photo Release Consent Form for marketing and celebratory purposes.