

# MANOR

## CHURCH OF ENGLAND ACADEMY, YORK

Established 1812 • Principal: Mr Simon Barber, MA



5<sup>th</sup> March 2019

Dear Parents and Carers

As you are aware, access to and use of social media is common these days and has become second nature to many of us. With this in mind, we wanted to provide some advice that is intended to help safeguard your children and yourselves as parents/carers.

Social media is a good example of how online behaviour can present e-safety risks. Users can express themselves with online personalities and chat and socialise with peers. They can publish and share multimedia content such as music, photos and video clips. If used inappropriately however, users can put themselves and others at risk.

Most social media sites set age restrictions. Facebook, for example, sets an age restriction of 13 years of age for users of its site. However, there is no verification and younger children often ignore the terms and conditions of use, unaware of the risks this might pose. Something to remember is that if your child is using false information to obtain an account on a social media site other people can do so as well.

Most social media sites allow users to set their profiles to 'private' for viewing only by approved contacts. By not using these settings, users can put themselves at risk. Children and young people can also put themselves, and others, at risk when they:

- Upload inappropriate, offensive or even illegal content to their own online spaces;
- Post material that could damage their reputation or the reputation of others;
- Post inappropriate comments on other people's profiles that is humiliating or results in bullying;
- Accept friend requests or engage in chat with people who they do not know.

Unfortunately, some parents and carers can also put themselves at risk when posting online about incidents that may have taken place at school. Cases of inappropriate comments to and about others, inaccuracies and misrepresentation are now commonly reported in the media and will be taken seriously by the school.

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Comments made online are not safe and secure and should never be considered as such. We need to set the best example for our children, so we would urge you to think before you type/post and also consider the school's home-school agreement. If you, as parents and carers have any concerns about matters taking place at school, please address them through the appropriate channels, rather than expressing your concerns online. In this way, your school can work with you to address any concerns that you may have. Violence or threat of violence expressed online is completely unacceptable and potentially criminal. 'Cyber bullying' is not a matter the Local Authority or our academy take lightly.

Our E-Safety and acceptable use policy states:

*"Permission must be sought before any image or sound recordings are made on the devices of any member of the school community. This policy also states: Pupils are allowed to bring personal mobile devices/phones to school but must not use them for personal purposes. (Failure to comply could lead to them being confiscated and parent/carers needing to come into school to collect the phone.) At all times the device must be switched onto silent".*

The academy takes this line to ensure that we protect all the members of our community against any future use of imagery albeit unintended. **As this is a safeguarding issue, should any evidence come to light of a student taking photographs or videos within school or undertaking a school-led activity without the express permission of a member of staff, as per the behaviour policy they may be excluded. If a student is found to have uploaded or distributed images or video that have either been taken in school, or where the students in the material are clearly identified as Manor CE Academy students, the student may face an exclusion since this constitutes behaviour that could lead to dangerous outcomes.**

If you have any concerns about your child's use of social networking sites or would like support in knowing how to keep your child safe online please contact the academy for advice, support and signposting. Alternatively, you can access information via [www.thinkuknow.co.uk](http://www.thinkuknow.co.uk)

Yours sincerely



Miss L Scaum  
Vice Principal: Student Welfare