



EV-S.1026

Online Safety and Use of Technology

Policy

March 2026

**EVEREST
SCHOOL**

EVEREST SCHOOL





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Online Safety and Use of Technology Policy EV-S 1026

1. Policy Statement

This policy sets out Everest International School's approach to ensuring the safe, responsible and ethical use of digital technologies.

The school recognises that technology plays a central role in education and communication. However, it also recognises that the internet and digital platforms present safeguarding risks for children.

This policy therefore establishes clear expectations for students, staff, parents and visitors regarding the appropriate use of technology.

Everest International School is committed to safeguarding and promoting the welfare of children in line with international safeguarding expectations and British School Overseas (BSO) standards.

2. Policy Scope

This policy applies to all members of the Everest International School community including:

- Students
- Staff and leadership
- Volunteers and contractors
- Parents and guardians
- Visitors using school technology

It applies to technology used on school premises, during off-site activities, educational visits, and remote learning environments.

3. Aims of the Policy

The aims of this policy are to:

- Ensure students are protected from online harm.
- Promote responsible and respectful online behaviour.
- Provide clear guidance on acceptable technology use.
- Support staff in maintaining a safe digital learning environment.
- Educate students about digital citizenship and online safety.
- Work in partnership with parents to reinforce safe technology use at home.

4. Roles and Responsibilities

Headteacher



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The Headteacher has overall responsibility for ensuring that appropriate online safety procedures are implemented and monitored across the school.

Designated Safeguarding Lead (DSL)

The DSL oversees online safety within the wider safeguarding framework. All online safety concerns must be reported in line with safeguarding procedures.

Staff

Staff must model responsible digital behaviour, supervise student technology use and report any online safety concerns immediately.

Students

Students are expected to follow school rules for digital behaviour and report anything that makes them feel unsafe online.

Parents

Parents are expected to support the school by reinforcing safe internet use at home and maintaining open communication with the school.

5. Education and Curriculum

Online safety education is embedded across the curriculum and taught in age-appropriate ways.

Students learn about:

- Protecting personal information
- Respectful communication online
- Recognising misinformation
- Understanding digital footprints
- Responding to cyberbullying
- Safe use of social media platforms

These topics may be delivered through computing lessons, PSED sessions, assemblies and themed awareness weeks.

6. Acceptable Use Expectations

Technology within the school must be used for educational purposes.

Students must:

- Follow teacher instructions when using digital devices



- Respect copyright and avoid plagiarism
- Avoid accessing inappropriate content
- Treat others respectfully in online communication
- Protect personal passwords and accounts

7. Online Behaviour and Incident Management

The school takes all reports of online misuse seriously.

If an incident occurs:

- The issue will be investigated by the relevant staff member
- The DSL may be informed where safeguarding concerns exist
- Parents may be contacted
- Appropriate disciplinary action may be taken

All incidents are recorded and reviewed to improve safeguarding practice.

8. Monitoring and Sanctions

The school may monitor internet usage on school devices and networks to ensure compliance with safeguarding requirements.

Where misuse occurs, sanctions may include:

- Verbal warning
- Temporary restriction of device access
- Behaviour sanctions
- Temporary suspension in serious cases

9. Social Media Guidance

Staff must maintain professional boundaries online.

Staff must not communicate with students through personal social media accounts.

All communication with families should take place through approved school communication systems such as Kinderpedia.

Students are taught about responsible social media use and the risks associated with sharing personal information online.



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10. Mobile Devices, Images and Digital Content

Primary and Early Years students are not permitted to use personal mobile phones during the school day.

If phones are brought to school, they must be handed to the administration office.

Photographs or videos of students may only be taken with parental consent.

Students must not share images of others online without permission.

11. Parent Partnership and Communication

The school works closely with parents to promote safe technology use.

Parents will be supported through:

- Parent workshops
- Newsletters
- Guidance resources

Parents are encouraged to discuss online safety regularly with their children.

12. Monitoring, Review and Compliance

This policy will be reviewed annually by the school leadership team.

Monitoring may include:

- Incident logs
- Safeguarding reports
- Staff training records
- Feedback from parents and students

Reviewed by	Date of Review	Signature
Rachel Lloyd Headteacher	09/03/2026	
Reviewed by Governing Body	09/03/2026	