



## **IDEAL ENGLISH SCHOOL , RAK**

### **CURRICULUM LEAD : Mrs. Shyla, Mrs Kavitha , & Mrs Jenila**

#### **The Head teacher is responsible for ensuring the safety.**

- ❖ The schools is responsible for reporting security incidents as outlined in the schools Information Security The day to day responsibility for E-Safety will be delegated to all staff who work with pupils including the SLT.
- ❖ The Headteacher /SLT are responsible for ensuring that the E-Safety Coordinator / Officer and other relevant staff receive suitable cooperation to enable them to carry out their E-Safety roles and to train other colleagues, as relevant.
- ❖ They are also responsible for ensuring that pupils and students are taught how to use ICT tools such as the internet, email and social networking sites, safely and appropriately
- ❖ The Headteacher / SLT will ensure that there is a system in place to allow for monitoring and support of those in school who carry out the internal E-Safety monitoring role. This is to provide a safety net and also support to those colleagues who take on important monitoring roles
- ❖ The Headteacher and another member of the SLT should be aware of the procedures to be followed in the event of a serious E-Safety allegation being made against a member of staff
- ❖ The SLT will receive regular monitoring reports from the E-Safety Co-Ordinator / Officer
- ❖ The Head teacher is responsible for ensuring that parents and carers, when given access to data and information relating to their child/children via the learning platform, have adequate information and guidance relating to the safe and appropriate use of this on line facility-(The Information Security Policy contains detailed guidance)