



**LORETO PREPARATORY SCHOOL**  
Dunham Road, Altrincham, Cheshire WA14 4GZ  
Telephone: 0161 928 8310  
Registered Charity No. 250607

## **CYBERBULLYING POLICY**

### **Mission Statement**

At Loreto Preparatory School  
We are eager and inspired to do our best,  
Meeting the challenges and opportunities of a changing world  
With love in our hearts.

We are called to be joyful and prayerful,  
Living the Gospel and the Catholic faith  
And celebrating the values of Mary Ward  
With our parents and the whole Loreto family.

*Women in time to come will do much.*  
*Mary Ward*

*This policy has been written with regard to and in the spirit of our school aims, in particular to enable children:*

*'To have an understanding of the values of Mary Ward and their relevance to everyday life.'*

*'To feel secure and valued within a safe and well-maintained environment.'*

*'To be happy and confident and have a good sense of humour.'*

*'To be honest citizens and make a contribution to society.'*

*'To be physically and mentally fit.'*

*'To be caring and appreciate and be sensitive to differences in others.'*

***This policy applies to the whole school, including the Early Years Foundation Stage, and before and after school provision and activities.***

*This policy addresses current Statutory Guidance: Keeping Children Safe in Education KCSIE, including annexes, (Sept 2016) and current Independent School Standards Regulations and is in accordance with locally agreed inter-agency procedures.*

### **Definition**

Mr Bill Belsey, the creator of the web site [www.cyberbullying.org](http://www.cyberbullying.org) defined this unpleasant phenomenon in the following terms:

"Cyberbullying involves the use of information and communication technologies to support deliberate, repeated, and hostile behaviour by an individual or group that is intended to harm others."

Cyberbullying can involve social networking sites and applications such as Facebook, YouTube, Instagram, Snapchat and WhatsApp, as well as emails, SMS messages and photographs.

## **Preventative Measures**

Loreto Preparatory School:

- Expects all pupils and staff to adhere to its charter for the safe use of the internet. Certain sites are blocked by our filtering system and our staff monitors pupils' use.
- Will impose appropriate sanctions for the misuse, or attempted misuse of the internet.
- Issues all pupils in Prep 3 to Prep 7 with their own personal school login and password. Access to sites such as Hotmail is not allowed.
- Adheres to the BECTA guidelines regarding E-teaching and the internet. Staff are encouraged to visit this site regularly.
- Offers guidance on cyberbullying and on the safe use of social networking sites in PSHE lessons.
- Offers guidance on keeping names, addresses, passwords, mobile phone numbers and other personal details safe.
- Does not permit pupils' mobile phones at school, except those used by the pupils who travel by bus and have permission signed by the head teacher. During the day these are kept in the school office.
- Prohibits the use of personal mobile devices and personal cameras to photograph or record children, except in circumstances where specific permission has been sought, for example, at sports day.

Any incidents where cyberbullying, including sexting, is suspected will be dealt with in accordance with our Policies against Bullying, Behaviour and Discipline, Child Protection /Safeguarding, as appropriate. Serious sanctions will be enforced for proven cases of cyber-bullying and are likely to include suspension or exclusion from the school.

## **Pupils with Special Educational Needs or Disabilities**

Appropriate support is given to children with special educational needs or disabilities. The staff are made aware of these children through the SEND register.

## **Monitoring and Review**

This policy will be monitored regularly by the SLT and reviewed in line with updates and new regulations as they occur. The policy will be reviewed at least every two years but annually if new regulations require this.

## **Related Policies**

Child Protection Policy and Procedures

E-safety Policy

Mobile Devices Policy PHSE

Scheme of Work

Policy against Bullying and Racism

Pupil Behaviour Policy

Supervision of Children around School

*Reviewed and ratified by Governors February 2018*

*Next review February 2019*