



| Childcare | Breakfast Clubs | Lunch Clubs | PPA Cover | After School Clubs | Holiday
Camps |

E Safety Policy

IT Equipment

- Only ICT equipment belonging to the setting will be used by staff and children.
- The settings manager (Designated Person) is responsible for ensuring all ICT equipment is safe and fit for purposes.
- All computers will have virus protection installed.
- If a second hand computer is purchased or donated to the setting, the designated person will ensure that no inappropriate material is stored on it before the children use it.
- All computers for use by children will be sited in an area clearly visible to staff.

Internet Access

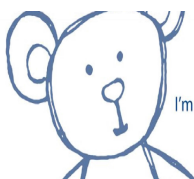
- Children will not be allowed to access social networking sites whilst in the setting.
- Staff will report any suspicious or offensive material, including material which may incite racism, bullying or discrimination to www.iwf.org.uk
- Suspicions that an adult is attempting to make inappropriate contact with a child on-line is reported to www.ceop.police.uk: the Child Exploitation and On-line Protection Centre.

Mobile Phones

- Children should not bring mobile phones with them to the setting.
- When a child is found to have a mobile phone with them, this will be removed and locked in the cupboard until the parent collects the child at the end of session.

Cyber Bullying

- When members of staff become aware that a child is the victim of cyber-bullying, they will discuss this with the parents and refer them to sources of help, such as:
- NSPCC - Tel – 0808 800 5000 or www.nspcc.org.uk
- Child Line – Tel – 0800 1111 or www.childline.org.uk



Graded Good with aspects of Outstanding - Cassio Ofsted Report September 2018.

| Holywell Ofsted No: EY444153 | Cassiobury Ofsted No: EY535926 |

| WWW.XTRATIME.CO.UK | sportsservices@xtratime.co.uk | Tel: 07746945903 |

Sept 2025 - To be reviewed in Sept 2026