



Online Safety Policy Statement

Woodventurers Woodland Learning works with children and families as part of its activities. These include: Delivery AP and Tutoring within woodland settings and supporting families

The purpose of this policy statement is to:

- ensure the safety and wellbeing of children and young people is paramount when adults, young people or children are using the internet, social media or mobile devices
- provide staff and volunteers with the overarching principles that guide our approach to online safety
- ensure that, as an organisation, we operate in line with our values and within the law in terms of how we use online devices.

The policy statement applies to all staff, volunteers, children and young people and anyone involved in Woodventurers Woodland Learning's activities.

Legal framework:

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children.

Summaries of the key legislation and guidance are available on:

- online abuse
- bullying
- child protection.

We believe that:

- children and young people should never experience abuse of any kind
- children should be able to use the internet for education and personal development, but safeguards need to be in place to ensure they are kept safe at all times.

We recognise that:

- the online world provides everyone with many opportunities; however it can also present risks and challenges



- we have a duty to ensure that all children, young people and adults involved in our organisation are protected from potential harm online
- we have a responsibility to help keep children and young people safe online, whether or not they are using Woodventurers's network and devices
- working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare and in helping young people to be responsible in their approach to online safety
- all children, regardless of age, disability, gender reassignment, race, religion or belief, sex or sexual orientation, have the right to equal protection from all types of harm or abuse.

We will seek to keep children and young people safe by:

- appointing online safety coordinators - these are Nicki Proietti and Toni Rogers
- providing clear and specific directions to staff and volunteers on how to behave online through our code of conduct, safeguarding and our safer use of technology policy
- supporting and encouraging the young people using our service to use the internet, social media and mobile phones in a way that keeps them safe and shows respect for others
- supporting and encouraging parents and carers to do what they can to keep their children safe online
- developing clear and robust procedures to enable us to respond appropriately to any incidents of inappropriate online behaviour, whether by an adult or a child or young person
- reviewing and updating the security of our information systems, at least annually
- Ensure all staff are mindful and aware of the safeguarding risks associated with manipulated images, online coercion, image based abuse and other emerging forms of technology- enabled harm
- ensuring that user names, logins, email accounts and passwords are used effectively
- ensuring personal information about the adults and children who are involved in our organisation is held securely and shared only as appropriate
- ensuring that images of children, young people and families are used only after their written permission has been obtained, and only for the purpose for which consent has been given
- providing supervision, support and training for staff and volunteers about online safety
- examining and risk assessing any social media platforms and new technologies before they are used within the organisation.



- having clear and robust safeguarding procedures in place for responding to abuse (including online abuse)
- providing support and training for all staff and volunteers on dealing with all forms of abuse, including bullying or cyberbullying, emotional abuse, sexting, sexual abuse and sexual exploitation
- making sure our response takes the needs of the person experiencing abuse, any bystanders and our organisation as a whole into account
- reviewing the plan developed to address online abuse at regular intervals, in order to ensure that any problems have been resolved in the long term.

Version Number	2	
Review Cycle	Every 2 Years	
Date of ratified policy	September 2026	Updated September 2026 Nicki Proietti Ratified by Toni Rogers September 2026
Date of Next Review	September 2028	
Related Policies	Behaviour policy Complaints policy Critical Incident plan First Aid policy Health and Safety policy Intimate Care policy Physical Intervention and/or Use of Reasonable Force policy Protocol for children not collected from school at the end of the school day/activity Online Safety Policy Statement Safer Recruitment policy Staff Code of Conduct/Safer Working Practice/ Tutor Handbook Staff Discipline and Grievance procedures Supporting Pupils with Medical Conditions policy Whistleblowing policy	
Other Relevant Documents	Appendices to policy Keeping Children Safe in Education (KCSiE) NSPCC guidance Working together to safeguard children Guidance for Safer Working Practice for those working with children and young people in education settings (May 2019) Guidance from Cambridgeshire Authority: Record Keeping Guidance to take account of GDPR: Sept 2018 Record Keeping Guidance from Cambridgeshire Authority (GDPR): Sept 2018 Working Together to Safeguard Children: July 2018 Disqualification under the Childcare Act 2006: statutory guidance for local authorities, maintained schools, academies and free schools (July 2018)	



	Information sharing: Advice for practitioners providing safeguarding services to children, young people, parents and carers: July 2018 Multi-agency statutory guidance on female genital mutilation: April 2016 Advice for practitioners: March 2015 The Prevent Duty, Departmental advice for schools and childcare providers June 2015 Revised Prevent Duty Guidance for England and Wales: April 2021 Education Child Protection Record Keeping Guidance Guidance for Safer Working Practice for Adults who work with Children and Young People in Education Settings: Oct 2015 when-to-call-the-police--guidance-for-schools-and-colleges.pdf What to do if you're worried a child is being abused: Advice for practitioners" March 2015 Child abuse concerns: guide for practitioners - GOV.UK Sexting in schools and colleges: Responding to incidents and safeguarding young people" published by the UK Council for Child Internet Safety (UKCCIS) – Sharing nudes and semi-nudes: advice for education settings working with children and young people (UKCIS, March 2024) The Equality Act 2010 and 2021 update When to call the Police guidance Responding to Prejudice Related Incidents Policy Generative AI: product safety expectations - GOV.UK Cambridgeshire and Peterborough Early Help Strategy April 2021 Cambridgeshire and Peterborough Safeguarding Partnership Board Teaching about relationships, sex and health - GOV.UK Teaching online safety in schools - GOV.UK