

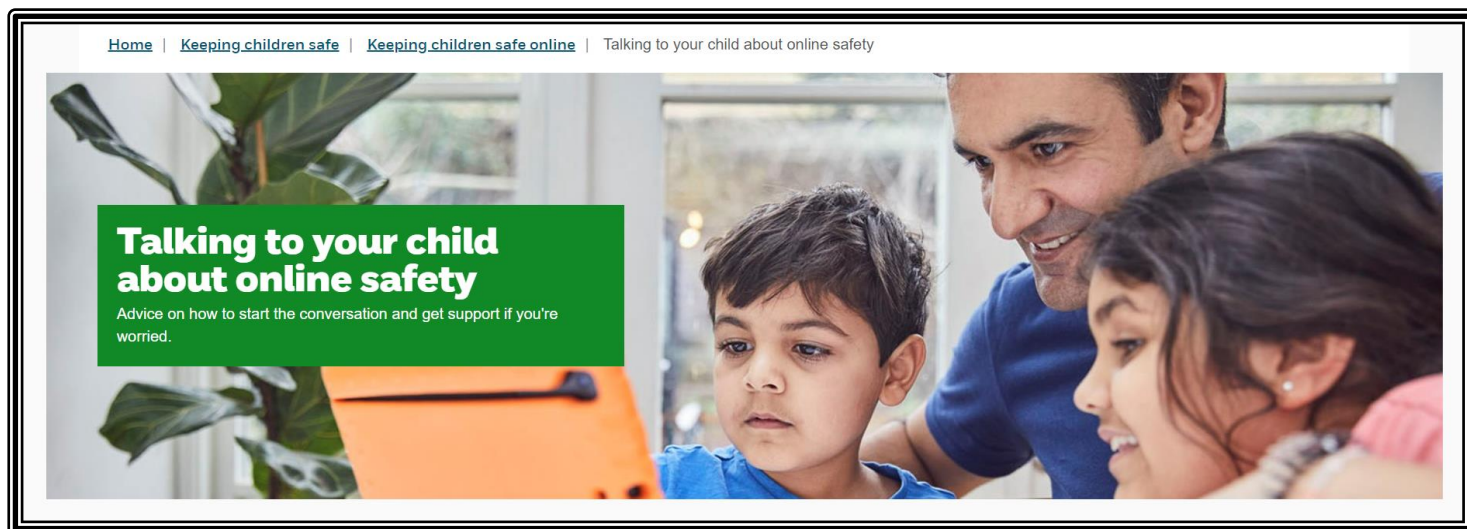


<https://www.nspcc.org.uk/keeping-children-safe/online-safety/talking-child-online-safety>

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Wednesday 24th April 2024



Dear Parent/Guardian

Keeping Our Children Safe Online

We would encourage all Harding Memorial Integrated Primary School Parent Guardians to have open and honest conversations with their child/children about the dangers that may be online. When your child/children go outside to play, you ask them who they are playing with and what they are doing. As a school we believe that Parent/Guardians need to consider doing the same thing when their children engage online. Are they speaking to somebody within a game or on social media that is a genuine friend of theirs, or is it an adult impersonating a child or children?

Many of us see our online lives and offline lives as different. But for children growing up with technology and the internet, there isn't a difference – online life and offline life is just life. Technology can move at an extraordinarily fast pace. We believe that Parent/Guardians talking regularly with their child/children can help keep them safe online. Try making it part of daily conversation, like you would about their day at school as this should help your child/children feel relaxed. It also means when they do have any worries, they're more likely to come and speak to you. But it's easy to become overwhelmed with the different technology, the language that children use, the huge number of games and apps which are available and the potential risks. Our colleagues at Parenting NI and the PSNI have made a video for how parents can talk to their children about what they are doing online:

www.youtube.com/watch?v=9cqXUcOPsM

Some tips for you to help keep your children safe online:

- ✓ Consider locating your computer or mobile devices in a family area where children's online activity can be monitored or supervised.
- ✓ Talk to your child and ask them to show or even teach you how they use the Internet and learn about websites or tools they like to use and why.
- ✓ Make sure your child knows it's important that they tell an adult they trust if anything happens online that makes them feel scared, worried or uncomfortable.
- ✓ Remind children that they should use the same caution online as they would in the real world.

- ✓ **Tell them they should never go to meet someone they have only spoken to online.**
- ✓ Install antivirus software, secure your internet connection and use Parental Control functions for computers, mobile phones and games consoles to block unsuitable content or contact.
- ✓ Familiarise yourself with the age limits of social networking sites such as Facebook, Twitter, Snapchat, Instagram etc. There's an age limit in place for a reason, if you decide to allow your children on to these sites make sure you know how they can protect themselves while using these sites – for example knowing how to set appropriate privacy settings.

www.psni.police.uk/safety-and-support/online-safety/keeping-children-safe-online

The Safe Use of Technology - Mobile Phones

Harding Memorial Integrated Primary School strongly discourages Primary School Age Pupils from bringing mobile phones to school. However, we fully acknowledge a Parent/Guardians' right to allow their child to bring a mobile phone to school due to "Exceptional Pastoral Care Circumstances". Nevertheless these "Exceptional Pastoral Care Circumstances" should be discussed beforehand with the Principal, Mr Cumper, either by personal contact or by providing a written request from the child's Parent/Guardian. If a pupil has been granted "permission by the School Principal to bring a Mobile Phone to School", it is expected that this Mobile Phone will remain switched off while pupils are in class, the school building and the school grounds. Should Parent/Guardians need to contact pupils, or vice versa, this should be done following the usual school procedures: via the school office and Mrs Shannon or Mrs Mackey or Mr Cumper. If a pupil is found taking photographs or video footage with a mobile phone of either other pupils or teachers, this will be regarded as a serious offence and disciplinary action will be taken according to the School's Discipline Policy. Parents are advised that Harding Memorial accepts no liability for the loss or damage to mobile phones which are brought into the school or school grounds. Finally, we would encourage all Parent/Guardians to take time to talk to their children about who is entitled to use his/her mobile number and the potential danger of misuse of text messages with the associated risks of potential Cyber Bullying. We would like to particularly highlight the following web link regarding information on how to "Stop Malicious Calls And Texts"

<https://ee.co.uk/help/help-new/safety-and-security/content-lock/blocking-unwanted-calls-and-texts>

After School Clubs

In Harding Memorial we aim to give our pupils the opportunity to further and widen their interests and offer an extensive range of After School activities. These clubs form an important part of our extended school life and are only possible because of the support of the various External Organisations associated with our School. We would also like to remind Parent/Guardians about the importance of being aware of the finishing times for all these after school activities and that arrangements are particularly clear for the collection of our youngest pupils at the end of After School Activities. In particular, we would hope that all Parent/Guardians would be aware of the necessity to be punctual for P2 & P3 Pupil Pick Up Times as these pupils will not be dismissed until an appropriate adult arrives at 3.00pm. In addition we would request that all P2 – P7 Parent/Guardians please check which dates the Monday to Thursday After School Clubs will be taking place as they have been occasions in the past when a child has not been collected on time due to a Parent/Guardian forgetting that the After School Club is not on that particular date. **The dates of the all the After School Club Sessions are available to view on the Display Board at the Front School Entrance Door.** Finally, we would like to remind Parent/Guardians of all children attending After School Clubs that participation in these activities is dependent on behaviour. For example, if a child/children do not listen to what the instructor is asking them to do or indulge in behaviour which is outside the norm expected inside the school classroom, the permission for a child/children to attend these After School Clubs may be withdrawn by the Outside Organising Agency.

OPERATION ENCOMPASS

All schools in Northern Ireland are now Operation Encompass Schools. This scheme has been in operation in England for a number of years. Operation Encompass is an early intervention partnership between PSNI and schools. If there is an instance of domestic violence within the home, school will be advised of the circumstances by PSNI before the child returns to school. This scheme helps to form part of our Safeguarding umbrella in Harding Memorial Integrated Primary School.

Harding Memorial Integrated Primary School.

Our aim at Harding Memorial Integrated Primary School is to ensure that your child fulfils their potential and develops in a happy, confident and successful manner. In order to develop further the Home/School relationship we would hope that Parent/Guardians will:

- ❖ Encourage self-discipline by reinforcing the school's Positive Behaviour Policy. Good behaviour is a necessary condition for effective learning to take place. It is the school policy that discipline should be based on promoting good behaviour as well as addressing unacceptable behaviour, with the underlying emphasis on respect for self, for other pupils and for adults. We aim to develop a caring, happy and disciplined environment that will be conducive to learning. When children behave in an unacceptable manner a clearly graded procedure is followed and, where serious misconduct is concerned, parents will be involved either by receiving a written report from school or by being invited to come to discuss the matter.
- ❖ Ensure regular attendance
- ❖ Inform us of any changes at home which might affect your child's attitude/behaviour at school e.g. family illness, bereavement etc.

❖ Mr Cumper is the Designated Teacher for Child Protection and Mrs Baird is the Deputy Designated Teacher for Child Protection in Harding Memorial

If you have any concerns regarding the welfare of your child please speak to either Mr Cumper or Mrs Baird. If an emergency arises in school, our priority will be the welfare and safety of the child. Our next priority will be to contact you. If we cannot do this, we will act in the best interest of the child. If necessary, a member of staff will accompany a child in an ambulance to hospital and sign any necessary forms for emergency treatment. Please contact the School Office if you **do not want** Harding Memorial Integrated Primary School to accept this responsibility.

All Home and School Communication should be kept professional. We believe that it is very important that the relationship between Parent/Guardians and their child's Class Teacher and School Principal is a positive experience. Although there may be rare occasions when School and Home may disagree about an incident that has occurred in school, a spirit of mutual respect with calm and mature co-operation should enable any potential miscommunication issues to be dealt with in a satisfactory manner. Teachers will only reply to Seesaw messages and mark work during the working day. Please be mindful that Teachers are busy teaching and may only have opportunity to reply in the afternoon. It is particularly important that all Parent/Guardians are aware that items posted late in the evening on Seesaw may not be responded to until the following day.

Occasionally Parent/Guardians may have concerns or worries that they wish to address with school, e.g. academic progress, social interactions or a situation at home. In such circumstances we ask Parent/Guardians to either inform the class teacher by a Seesaw Message, phonecall or letter. Most often issues are resolved quickly at this stage. If the issue is still not resolved to your satisfaction please make contact with the School Principal – Mr Cumper. By following a staged approach our goal is to resolve issues quickly and appropriately. **Urgent High priority queries can be addressed by either calling the office – 02890458040 – or be emailing info@hardingmemorial.belfast.ni.sch.uk**

✓ Any sensitive safeguarding issues regarding your child should be communicated via phone or e mail to the School Designated Teacher Mr Cumper and should not be communicated via Seesaw.

✓ It is expected that all exchanges between Parents/Guardians and School Staff should be conducted in a co-operative and respectful manner and Parent/Guardians are asked to adhere to the school's Home & School Communication Guidelines when seeking contact with their child's class teacher.

❖ **Please note that members of School Staff will not respond to messages that are deemed inappropriate and these will be forwarded to the School Senior Management Team and Education Authority for review and advice of further action.** Our professional interest as Teaching and Non-Teaching Staff is identical to yours as Parent/Guardians - that is to give each child the best opportunities we can provide. We are trying to create an environment where children will behave sensibly, act reasonably and thus learn constructively and harmoniously. Your child/children will benefit from your active support throughout his / her time at school. If you have any queries or worries concerning your child's either your child's pastoral care or education, please do not hesitate to contact the School Principal at your earliest possible convenience.



Harding Memorial Integrated Primary School
Parent, Teacher & Friends Association

MAY FAIR

To be held in the School Grounds

Saturday 25th May from 10.00am to 12.00pm

Harding Memorial Integrated Primary School will close at 2.00pm on Friday 24th May for all P4 – P7 Pupils to allow for final organisational preparations in advance of this PTFA Fundraising event