



Online Safety Policy

Version: V2

Prepared by: Zainul Sachak

Date: 17th Aug 2020

Next Review date:

This policy should be read alongside AHMA's Safeguarding policies and procedures for protecting children and vulnerable adults.

The purpose of this policy statement

AHMA works with children and families as part of its activities. These include:

1. Youth activities
2. Sports
3. Congregational and other prayers
4. Family events
5. Religious gatherings
6. Education – Bayaan Academy for children from Reception to Year 9

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 institution, 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 AHMA's activities.

1. Legal framework

This policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England. Summaries of the key legislation and guidance are available on:

- [online abuse learning.nspcc.org.uk/child-abuse-and-neglect/online-abuse](https://www.nspcc.org.uk/child-abuse-and-neglect/online-abuse)
- [bullying learning.nspcc.org.uk/child-abuse-and-neglect/bullying](https://www.nspcc.org.uk/child-abuse-and-neglect/bullying)
- [child protection learning.nspcc.org.uk/child-protection-system](https://www.nspcc.org.uk/child-protection-system)

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 institution 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 AHMA's network and devices.

- all children, regardless of age, sex, disability, race, religion, or belief have the right to equal protection from all types of harm or abuse.
- 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.

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

- appointing an online safety coordinator
- providing clear and specific directions to staff and volunteers on how to behave online through our behaviour code for adults.
- 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 an online safety agreement for use with young people and their parents/carers.
- developing clear and robust procedures to enable us to respond appropriately
- reviewing and updating the security of our information systems regularly.
- ensuring that usernames, logins, email accounts are appropriate
- creating secure passwords
- ensuring personal information about the adults and children who are involved in our institution 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 institution.

If online abuse occurs, we will respond to it by:

- 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/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 institution 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.

2. Related policies and procedures



This policy statement should be read alongside our institutional policies and procedures, including:

- Safeguarding Children policy and procedures.
- Procedures for responding to concerns about a child or young person’s wellbeing.
- Dealing with allegations of abuse made against a child or young person.
- Any allegations against staff and volunteers should be managed through the Safeguarding reporting process.
- Codes of conduct for trustees, staff, and volunteers.
- Anti-bullying policy and procedures.
- Photography and image sharing guidance.

3. Contact details

Senior Designated Safeguarding Lead for children and vulnerable adults

Name: Sr Yasmin Gill (Trustee)

Phone/email: safeguarding@ahma.co.uk

NSPCC Helpline 0808 800 5000

We are committed to reviewing our policy and good practice annually.

This policy was last reviewed on:11th October 2020.....(date)

Signed:Br Malik Akram (Chair).....

Date:11th October 2020.....

Online Safety Agreement for use with young people (EXAMPLE)



AHMA understands the importance of children being able to use the internet for education and personal development. This includes social media platforms, games, and apps. We aim to support children and young people in making use of these in our work. However, we also recognise that safeguards need to be in place to ensure children are kept safe at all times.

This agreement is part of our overarching code of behaviour for children and young people and staff and volunteers. It also fits with our overarching Online Safety policy. If you would like to know more about this, please speak to the named Designated Safeguarding Lead (DSL).

Young person: please read the following agreement and discuss it with your parents/carers and group leader.

Parents/carers: please read and discuss this agreement with your child and then sign it, ask your child to sign it, and return it to the group leader. If you have any questions or concerns, please speak to [add name/job title].

Young person’s agreement

- I will be responsible for my behaviour when using the internet, including social media
- platforms, games, and apps. This includes the resources I access and the language I use.
- I will not deliberately browse, download, or upload material that could be considered offensive or illegal. If I accidentally come across any such material, I will report it immediately to the group leader.
- I will not send anyone material that could be considered threatening, bullying, offensive or illegal.
- I will not give out any personal information online, such as my name, phone number or address.
- I will not reveal my passwords to anyone.
- I will not arrange a face-to-face meeting with someone I meet online unless I have discussed this with my parents and/or group leader and am accompanied by a trusted adult.
- If I am concerned or upset about anything I see on the internet or any messages that I receive, I know I can talk to the DSL.

I understand that my internet use at AHMA will be monitored and logged and can be made available to the group leader. I understand that these rules are designed to keep me safe and that if I choose not to follow them, AHMA may contact my parents/carers.

Signatures:

We have discussed this online safety agreement and [child’s name] agrees to follow the rules set out above.

Parent/carer signature..... Date



Young person's signature..... Date