Safeguarding @OIS

Theme	Descriptors
Safeguarding	• Have clear guidelines about online safety and cyberbullying, including whom to contact if they have concerns.
	• Feel safe when working online and know what actions to take if safety issues arise.

Internet, the most interactive technological platform of this century, has become an integral part of our daily lives. It is a learning and communication tool that offers us a wide range of opportunities. It is an invaluable source of knowledge and encourages creativity and imagination. Internet ethics involves our approach while using it for different purposes. We should be aware that we should always be honest and respect the rights and property of others on the web.

Cyber safety is the safe and responsible use of information and communication technology. It is not just about keeping information safe and secure, but also about being responsible with that information, being respectful to other people online, and using *netiquette* (internet etiquette).The success of Remote Learning Programme depends on cyber safeguarding.

OIS students and teachers are familiar with *netiquette* as the whole school has been using BYOD for the past 10 years and the students know the Remote Learning Policy & Child Safeguarding Policy. They are well aware of the reporting systems. We reiterate the importance of *netiquette* to the whole stakeholders through circulars, orientations, PTC meetings, class teachers' periods and general assemblies.

OIS believes that safeguarding rules can be implemented only through education.

- Almost all our teachers have undergone **Cyber safety and Cyber security** courses and received **certificates** form authorized agencies.
- Our school is a Microsoft School and almost all teachers proudly use MIE (Microsoft Innovation Educator) designation with their signature.
- All our students from grade (6-12) did **Skill Share course** & **IBM modules regarding cyber safety & Cyber security**. They received **certificates.**
- All our students from grade 1 to 12 study **Information Technology**. Grade 11 &12 students study Informatics Practices as CBSE elective subject. Therefore, they are well aware of safeguarding.
- All the **SD students are taking Information Technology** as the sixth optional subject, which has safeguarding topics.
- Senior students attended **Cyber Safety & Cyber security workshop** conducted by KPMG & GEMS.
- We have a **Cyber-Club** under the guidance of computer teachers to monitor all computer-based activities of students.
- We have a proper **reporting system**. Students can report cyber safety issues to **pastoral** leaders of each phase. They can report issues through **channels in the assembly TEAMS** of each phase. The report will reach the Designated Child Safeguarding Lead.
- We have given warning and taken action against students who have violated the rule.

Through phase wise online orientations conducted at the beginning of RL programme, OIS circulars, instructions in the general & sectional assemblies, Cyber safety workshops conducted by GEMS, online

training, regular computer classes, Information Technology classes, Cyber club activities, Child safe guarding policies, regular meetings of pastoral leaders, etc. we have overcome the initial problems with RLP. As a result of this, all stakeholders are able to:

1. Respect the privacy of GEMS OIS family.

2. Report and flag content that is abusive or illegal.

3. Understand copyright restrictions when downloading material from internet.

4. Use an alias/ alternate name as username when they interact / chat online.

5. Report online bullying immediately to the class teacher or Child Safeguarding Lead, Mr. George James.

6. Use a strong and unique password.

7. Keep the browser, operating system and antivirus up to date.

8. Obtain software from trusted source. Always scan files before opening them.

9. Connect only with known individuals.

10. Have the awareness of what to post and what not to post.