



Longridge Church of England Primary School

Berry Lane, Longridge, Preston, PR3 3JA
Headteacher - Mrs J Cooper BEd(Hons)NPQH
www.longridge-ce.lancsngfl.ac.uk

Procedures for Responding to Specific Online Incidents or Concerns.

Responding to concerns regarding Youth Produced Sexual Imagery or “Sexting”

- Longridge C. E. Primary ensures that all members of the community are made aware of the potential social, psychological and criminal consequences of sharing, possessing and creating youth produced sexual imagery (known as “sexting”).
- The school will implement preventative approaches via a range of age and ability appropriate educational approaches for pupils, staff and parents/carers.
- Longridge C. E. Primary views “sexting” as a safeguarding issue and all concerns will be reported to and dealt with by the DSL, Mrs Catherine Parkin .
- If the school is made aware of an incident involving creating youth produced sexual imagery the school will:
 - Act in accordance with the schools child protection and safeguarding policy and the relevant Lancashire Safeguarding Child Boards procedures.
 - Immediately notify the designated safeguarding lead.
 - Store the device securely.
 - Carry out a risk assessment in relation to the children(s) involved.
 - Consider the vulnerabilities of children(s) involved (including carrying out relevant checks with other agencies)
 - Make a referral to children’s social care and/or the police (as needed/appropriate).
 - Put the necessary safeguards in place for children e.g. offer counselling support and immediate protection and offer appropriate pastoral support for those involved.
 - Implement appropriate sanctions in accordance with the schools behaviour policy but taking care not to further traumatise victims where possible.

“Living, learning and sharing in a loving Christian family”



Longridge Church of England Primary School

Berry Lane, Longridge, Preston, PR3 3JA
Headteacher - Mrs J Cooper BEd(Hons)NPQH
www.longridge-ce.lancsngfl.ac.uk

- Review the handling of any incidents to ensure that the school is implementing best practice and the leadership team will review and update any management procedures where necessary.
- Inform parents/carers about the incident and how it is being managed.
- The school will not view any images suspected of being youth produced sexual imagery unless there is no other possible option or there is a clear need or reason to do so (in these cases the image will only be viewed by the Designated Safeguarding Lead).
- The school will not send, share or save content suspected to be an indecent image of children and will not allow or request children to do so.
- If an indecent image has been taken or shared on the school/settings network or devices then the school will take action to block access to all users and isolate the image.
- The school will take action regarding creating youth produced sexual imagery, regardless of the use of school/setting equipment or personal equipment, both on and off the premises.
- The school will ensure that all members of the community are aware of sources of support regarding youth produced sexual imagery if required.

Responding to concerns regarding Online Child Sexual Abuse and Exploitation

- Longridge C. E. Primary will ensure that all members of the community are made aware of online child sexual abuse, including exploitation and grooming and the consequences, possible approaches which may be employed by offenders to target children and how to respond to concerns.
- The school will implement preventative approaches for online child sexual abuse via a range of age and ability appropriate educational approaches for pupils, staff and parents/carers.
- Longridge C. E. Primary's views online child sexual abuse as a safeguarding issue and all concerns will be reported to and dealt with by the Designated Safeguarding Lead

“Living, learning and sharing in a loving Christian family”



Longridge Church of England Primary School

Berry Lane, Longridge, Preston, PR3 3JA
Headteacher - Mrs J Cooper BEd(Hons)NPQH
www.longridge-ce.lancsngfl.ac.uk

- If the school is unclear if a criminal offence has been committed then the Designated Safeguarding Lead will obtain advice immediately through the Education Safeguarding Team and/or Lancashire Police.
- If the school is made aware of intelligence or information which may relate to child sexual exploitation (on or offline) then it will be passed through to Lancashire's CSET team by the DSL.
- If the school are made aware of incident involving online child sexual abuse of a child then the school will:
 - Act in accordance with the schools child protection and safeguarding policy and the relevant Safeguarding Child Boards procedures.
 - Immediately notify the designated safeguarding lead.
 - Store any devices involved securely.
 - Immediately inform police via 101 (using 999 if a child is at immediate risk)
 - Where appropriate the school will involve and empower children to report concerns regarding online child sexual abuse e.g. using the Click CEOP report form: www.ceop.police.uk/safety-centre/
 - Carry out a risk assessment which considers any vulnerabilities of pupil(s) involved (including carrying out relevant checks with other agencies).
 - Make a referral to children's social care (if needed/appropriate).
 - Put the necessary safeguards in place for pupil(s) e.g. offer counselling support and immediate protection and offer appropriate pastoral support for those involved.
 - Inform parents/carers about the incident and how it is being managed.
 - Review the handling of any incidents to ensure that the school is implementing best practice and the school leadership team will review and update any management procedures where necessary.
- The school will take action regarding online child sexual abuse regardless of the use of school equipment or personal equipment, both on and off the school premises.

"Living, learning and sharing in a loving Christian family"



Longridge Church of England Primary School

Berry Lane, Longridge, Preston, PR3 3JA
Headteacher - Mrs J Cooper BEd(Hons)NPQH
www.longridge-ce.lancsngfl.ac.uk

- The school will ensure that all members of the community are aware of sources of support regarding online child sexual abuse.
- If pupils at other schools are believed to have been targeted then the school will seek support from the Education Safeguarding Team to enable other schools to take appropriate action to safeguarding their community.

Responding to concerns regarding Indecent Images of Children (IIOC)

- Longridge C.E.Primary will ensure that members of the community are made aware of the criminal nature of Indecent Images of Children (IIOC) including the possible consequences.
- The school will take action regarding the use of Indecent Images of Children (IIOC) regardless of the use of school/setting equipment or personal equipment, both on and off the premises.
- The school will take action to prevent accidental access to Indecent Images of Children (IIOC) for example using an internet Service provider (ISP) which subscribes to the Internet Watch Foundation block list, implementing appropriate web filtering, implementing firewalls and anti-spam software.
- If the school is unclear if a criminal offence has been committed then the Designated Safeguarding Lead will obtain advice immediately through the Safeguarding Team and/or Police.
- If the school/setting is made aware of Indecent Images of Children (IIOC) then the school will:
 - Act in accordance with the schools child protection and safeguarding policy and the relevant Safeguarding Child Boards procedures.
 - Immediately notify the school Designated Safeguard Lead.
 - Store any devices involved securely.

“Living, learning and sharing in a loving Christian family”



Longridge Church of England Primary School

Berry Lane, Longridge, Preston, PR3 3JA
Headteacher - Mrs J Cooper BEd(Hons)NPQH
www.longridge-ce.lancsngfl.ac.uk

- Immediately inform appropriate organisations e.g. the Internet Watch Foundation (IWF), police via 101 (using 999 if a child is at immediate risk) and/or the LADO (if there is an allegation against a member of staff).
- If the school are made aware that a member of staff or a pupil has been inadvertently exposed to indecent images of children whilst using the internet then the school will:
 - Ensure that the Designated Safeguard Lead is informed.
 - Ensure that the URLs (webpage addresses) which contain the suspect images are reported to the Internet Watch Foundation via www.iwf.org.uk.
 - Ensure that any copies that exist of the image, for example in emails, are deleted.
- If the school are made aware that indecent images of children have been found on the schools electronic devices then the school will:
 - Ensure that the Designated Safeguard Lead is informed.
 - Ensure that the URLs (webpage addresses) which contain the suspect images are reported to the Internet Watch Foundation via www.iwf.org.uk.
 - Ensure that any copies that exist of the image, for example in emails, are deleted.
 - Inform the police via 101 (999 if there is an immediate risk of harm) and children's social services (as appropriate).
 - Only store copies of images (securely, where no one else has access to them and delete all other copies) at the request of the police only.
- If the school are made aware that a member of staff is found in possession of indecent images of children on their electronic device provided by the school, then the school will:
 - Ensure that the Designated Safeguard Lead is informed or another member of staff in accordance with the school whistleblowing procedure.
 - Contact the police regarding the images and quarantine any devices involved until police advice has been sought.

“Living, learning and sharing in a loving Christian family”



Longridge Church of England Primary School

Berry Lane, Longridge, Preston, PR3 3JA
Headteacher - Mrs J Cooper BEd(Hons)NPQH
www.longridge-ce.lancsngfl.ac.uk

- Inform the Local Authority Designated Officer (LADO) and other relevant organisations in accordance with the schools managing allegations policy.
- Follow the appropriate school policies regarding conduct.

Responding to concerns regarding radicalisation and extremism online

- The school will take all reasonable precautions to ensure that children are safe from terrorist and extremist material when accessing the internet in schools and that suitable filtering is in place which takes into account the needs of pupils.
- When concerns are noted by staff that a child may be at risk of radicalisation online then the Designated Safeguarding Lead (DSL) will be informed immediately and action will be taken in line with the safeguarding policy.
- Online hate content directed towards or posted by specific members of the community will be responded to in line with existing school policies, including anti-bullying, behaviour etc. If the school is unclear if a criminal offence has been committed then the Designated Safeguarding Lead will obtain advice immediately via the Safeguarding Team and/or Police.

Responding to concerns regarding cyberbullying

- Cyberbullying, along with all other forms of bullying, of any member of the Longridge C.E. community will not be tolerated.
- All incidents of online bullying reported will be recorded.
- There are clear procedures in place to investigate incidents or allegations and support anyone in the school community affected by online bullying.
- If the school is unclear if a criminal offence has been committed then the Designated Safeguarding Lead will obtain advice immediately through the Safeguarding Team and/or Police.
- Pupils, staff and parents/carers will be advised to keep a record of cyberbullying as evidence.

“Living, learning and sharing in a loving Christian family”



Longridge Church of England Primary School

Berry Lane, Longridge, Preston, PR3 3JA
Headteacher - Mrs J Cooper BEd(Hons)NPQH
www.longridge-ce.lancsngfl.ac.uk

- The school will take steps to identify the bully where possible and appropriate. This may include examining school system logs, identifying and interviewing possible witnesses, and contacting the service provider and the police, if necessary.
- Pupils, staff and parents/carers will be required to work with the school to support the approach to cyberbullying and the schools e-Safety ethos.
- Sanctions for those involved in online or cyberbullying may include:
 - Those involved will be asked to remove any material deemed to be inappropriate or offensive.
 - A service provider may be contacted to remove content if those involved refuse to or are unable to delete content.
 - Internet access may be suspended at school for the user for a period of time. Other sanctions for pupils and staff may also be used in accordance to the schools anti-bullying, behaviour policy or Acceptable Use Policy.
 - Parent/carers of pupils involved in online bullying will be informed.
 - The Police will be contacted if a criminal offence is suspected.

Responding to concerns regarding online hate

- Online hate at Longridge C.E.Primary will not be tolerated.
- All incidents of online hate reported to the school will be recorded.
- All members of the community will be advised to report online hate in accordance with relevant school policies and procedures e.g. anti-bullying, behaviour etc.
- The Police will be contacted if a criminal offence is suspected. If the school is unclear if a criminal offence has been committed then the Designated Safeguarding Lead will obtain advice immediately through the Safeguarding Team and/or Police.

“Living, learning and sharing in a loving Christian family”