



Digital Learning and Online Safety Policy for Ladeside Primary School

1. Introduction

At Ladeside Primary School we are committed to providing high-quality digital learning experiences that enhance and enrich our children's education. As digital technology plays an increasingly significant role in society, it is essential that children develop the skills and understanding to use technology effectively and safely. This policy outlines the school's approach to digital learning and the measures we have in place to ensure the online safety of our children.

This policy is in line with national and local frameworks, including

- Scotland's Digital Learning and Teaching Strategy
- Curriculum for Excellence (CfE)
- Child Exploitation and Online Protection (CEOP)
- Connected Falkirk
- Digital Falkirk
- Education Scotland
- UNCRC

2. Aims of the Policy

The aims of this policy are to:

- Promote **responsible and safe use** of digital technology in school and at home.
- Ensure that children are **digitally literate** and have the skills to use technology to enhance learning.
- Protect children from **online risks**, including cyberbullying, inappropriate content, and harmful interactions.
- Encourage positive **digital citizenship** by teaching children about ethical behaviour online.
- Foster a collaborative partnership between school and parents/carers to ensure **safe and responsible digital practices** are promoted in all environments.

3. Digital Learning in the Curriculum

Digital learning is integrated into all areas of the **Curriculum for Excellence** and supports the development of skills and lifelong learning across the four capacities: successful learners, confident individuals, responsible citizens, and effective contributors.





Digital Learning Provision:

- **Devices:** All children will have access to appropriate digital devices during lessons to support their learning. From Primary 6 children are given iPads by Connected Falkirk to support their learning.
- **Software and Apps:** Connected Falkirk provides a range of educational software and apps aligned with the curriculum and carefully select digital resources to enhance learning and engagement.
- **Internet Access:** Safe and filtered internet access is provided by Connected Falkirk to ensure that children can explore and use online resources safely.
- **Skills Development:** Children will be supported to use digital formats to engage in learning experiences and enhance the development of lifelong skills. Digital tools will also be utilised to enable and support accessibility and inclusivity to all learners to fully engage in the curriculum.

4. Online Safety and Responsible Use

School Responsibilities:

- **Supervision:** Teachers and staff will supervise children's use of technology during school hours, ensuring that the devices are used appropriately.
- **Filtering and Monitoring:** Connected Falkirk uses filtering systems to block inappropriate content. Additionally, internet activity is monitored to detect any potential misuse.
- **Safeguarding and Reporting:** Children will be taught how to report any inappropriate or concerning online content or interactions. Staff are trained to respond swiftly to any incidents of online safety breaches, including cyberbullying (see our anti-bullying and mobile devices policy), and to follow appropriate safeguarding procedures. This includes links with partnership agencies e.g. Police Scotland.
- **Staff Training:** All staff receive training on digital learning tools and online safety to ensure they are equipped to support children's digital education and address potential risks.

Pupil Responsibilities:

- **Appropriate Use:** Children will be taught to use digital technology in a responsible, respectful, and safe manner. This includes not sharing personal information, respecting others' privacy, and avoiding inappropriate content.





- **Digital Citizenship:** Children will learn about their rights and responsibilities as digital citizens, including the ethical use of information and respecting others in online spaces.
- **Cyberbullying:** Children will be educated about the impact of cyberbullying and how to report any incidents. The school has a **zero-tolerance approach** to cyberbullying (see our anti-bullying policy).

Parent and Carer Responsibilities:

- Monitor their child's use of the internet at home.
- Have open conversations with their child about safe and responsible online behaviour.
- Set up parental controls on devices at home.
- Report any online safety concerns to the school.

5. Acceptable Use Policy (AUP)

All children, staff, and parents/carers must adhere to the council's **Acceptable Use Policy** (AUP), which outlines the expectations for responsible digital technology use.

<https://blogs.glowscotland.org.uk/fa/public/connectedfalkirk/uploads/sites/2984/2020/10/29093816/SC30-2020-August-2020-Final.pdf>

6. Data Protection and Privacy

In line with the [General Data Protection Regulation \(GDPR\)](#), the school ensures that all digital learning tools and platforms comply with data protection standards.

- **Pupil Data:** Personal information is only shared with third-party providers (e.g., educational apps) when necessary, and only after a thorough assessment of the provider's data security measures.
- **Parental Consent:** Parents/carers will be informed and consent will be sought before children use any new online platforms or tools that require personal data.
- **Digital Footprint:** Children will be taught the importance of managing their digital footprint, including how the information they share online can be permanent and accessible to others.





7. Managing Online Incidents

In the event of an online safety incident, the following procedures will be followed:

- **Reporting:** Children and staff are encouraged to report any concerning behaviour or content online.
- **Investigation:** Relevant staff will investigate incidents swiftly and involve parents/carers as necessary.
- **Support:** Children affected by online safety issues will be provided with appropriate support, including nurturing or restorative practices, where necessary.

8. Policy Review

This Digital Learning and Online Safety Policy will be reviewed annually, or sooner if needed, in response to changes in technology, online risks, or new guidance from **The Scottish Government** or other regulatory bodies.

March 2025

August 2025 review date

