



Digital Technology/Social Media & E-Safety Policy

Introduction

Pirouette Academy of Dance recognises the Internet and other digital technologies provide vast opportunities in society. The internet and digital technologies allow for creativity, stimulate awareness and enhance everyday lives. The use of the internet and digital technologies within Pirouette Academy of Dance is to raise the profile of the school, enhance communication with parents and associated companies, promote pupil achievement, make learning purposeful, enable greater access to information and enrich lives.

Scope of Policy

This policy relates to:

- All pupils;
- All student learners;
- All teaching and administrative staff

Use of Internet facilities, mobile and digital technologies

Pirouette Academy of Dance will seek to ensure that the internet, mobile and digital technologies are used responsibly and for their intended practical purposes, without infringing legal requirements or creating unnecessary risk.

Pirouette Academy of Dance expects all staff and pupils to use the internet, mobile and digital technologies responsibly and according to the conditions below:

USERS SHALL NOT:

- Visit internet sites, make, post, download, upload or pass on, materials, remarks, proposals or comments that contain or relate to:
 - Indecent images of children
 - promoting discrimination of any kind
 - promoting racial or religious hatred
 - promoting illegal acts
 - any other information which may be offensive to peers or colleagues e.g.. abusive images; promotion of violence; gambling; criminally racist or religious hatred material.

All School members, being pupils, parents, staff or associated companies will report to the police any incidents involving:

- Images of child abuse
- Adult material that potentially breaches the Obscene Publications Act
- Criminally racist or anti religious material
- Violence and bomb making
- illegal taking or promoting of drugs
- Software piracy
- Any other criminal activity

In addition, school members may not:

- Reveal or publicise confidential or proprietary information (Financial, Personal data, computer network access codes or business relationships)
- Intentionally interfere with internet usage, including propagating viruses and sustainable high volume network traffic
- Use the internet for soliciting, representing personal opinion or revealing personal information that could be considered inappropriate.
- Transmit unsolicited commercial or advertising material.
- Assist with unauthorised access to facilities or services accessible via emPSN
- Corrupt or distort other users data

- Violate the privacy of other users
- Disrupt the work of other users
- Use any mobile or digital technologies or mobile internet services in any way to intimidate, threaten or cause harm to others. Moreover, mobile technologies should not be used to access inappropriate materials or encourage activities that are dangerous or illegal.

Reporting Abuse

If any pupils or adults within the school receive an abusive email or accidentally accesses a website that contains abusive material, the expectation of the school is that the pupil or adult report the incident **immediately**. The school recognises that inappropriate circumstances can occur and that reporting may be necessary, any reports will be taken seriously and will follow safeguarding procedures.

Sanctions

Where there is inappropriate or illegal use of the internet and digital technologies: Adult or child will be disciplined and could incur exclusion from the school. Serious breaches will be reported to the police.

ADVICE

It is not acceptable in relation to e-safety or school ethos to engage on-line with pupils under the age 18 or accept them as 'friends' on social networking sites. Under Safeguarding regulations entering into conversations or accepting 'friends' with current pupils at the school is advised against.

Reviewed May 2026