eSafety Label - Assessment Form

Assessment form submitted by Medine Yalçınkaya for Kırıkkale Şehit Aydın Çopur İmam Hatip Ortaokulu - 23.09.2021 @ 19:00:04

Infrastructure

Technical security

Question: Are all of your school computers virus-protected?

- **Answer:** Yes, all school computers are virus-protected.

All school computers are virus-protected by licenced antivirus software.

Question: Are filtering levels uniform across schools or do they depend on user profiles (teacher, pupil, admin staff, etc.) and their level of maturity/seniority?

- **Answer:** There is a basic level of filtering which blocks pornography, violent and illegal content.

A basic level is applied to all of pupils and staff.Staff are able to request that certain sites are unblocked or blocked as appropriate.

Pupil and staff access to technology

Question: Are staff and pupils allowed to use their own equipment on the school WiFi network? How is this monitored?

- **Answer:** Staff and pupils are able to access the WiFi using their own personal devices. Use is governed by a robust Acceptable Use Policy, which is agreed and understood by all.

Staff and pupils are able to access the WiFi using their own personal devices via the internet connection provided by the school. The internet connection is filtered by the internet provider that has a contract with the Ministery of National Education. The school internet system protected by a firewall.

Question: What is the pupil/computer access in your school?

- **Answer:** There are specific computer labs, which can be booked by the teacher and the teachers make good usage of this option.

There are specific computers that can be used by teachers and students.They can be booked by the teachers and the students and they make good usage of this option.

Question: Are staff and pupils allowed to use USB sticks on school computers?

- **Answer:** Yes, but how staff and pupils are allowed to use their USBs is clearly stipulated in our Acceptable Use Policy.

Staff and pupils are allowed to use their USBs is clearly stipulated in our Acceptable Use Policy. They have to let the computers search the files by the antivirus software and then browse and manage files saved on a USB storage device.

Data protection

Question: Do you consistently inform all school members about of the importance of protecting devices, especially portable ones?

- **Answer:** Yes, we provide training/manuals around issues like these.

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Question: Do you have separated learning and administration environments in your school?

- **Answer:** Yes, we have separated learning and administration environments.

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Software licensing

Question: Does someone have overall responsibility for licensing agreements?

- **Answer:** Yes.

The school administration and the Ministery of Education have the overall resbonsibility for licensing agreements.

Question: Do you have an agreed process for installing software on the school system?

- **Answer:** Yes. We have an agreed, effective process.

We have an agreed process for installing software on the school system. The staff or pupils have to get permission to install the software he/she needs to use.

Question: How is the software and license status managed?

- **Answer:** It is part of responsibility of the IT responsible to be able to produce an overview of software and license status at any moment.

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IT Management

Policy

Acceptable Use Policy (AUP)

Question: How do you ensure the school policies are up to date?

- **Answer:** When changes are put into place at school that impact the policy, they are updated immediately.

Reporting and Incident-Handling

Question: Does the school take any responsibility for any online incidents that happen outside the school?

- **Answer:** No.

> **Any online incidents that happen outside the school is monitored by the parents.**

Question: Is there a clear procedure if pupils knowingly access illegal or offensive material at school?

- **Answer:** Yes. This is included in written guidance for staff.

Question: Does your school have a strategy in place on how to deal with bullying, on- and offline?

- **Answer:** Yes, we have a whole-school approach, addressing teachers, pupils and parents. It is also embedded into the curriculum for all ages.

Staff policy

Question: Do you inform teachers about the risks that come with potentially non-secured devices, such as smartphones?

- **Answer:** This is the responsibility of the teacher.

Pupil practice/behaviour

Question: Does your school have a policy that states how pupils should communicate electronically at school?

- **Answer:** Yes, these are defined in the AUP and taught to pupils across the curriculum.

School presence online

Question: Does your school policy contain a section on the taking and publishing of photographs of, and by, pupils, parents and staff?

- **Answer:** Yes, we have a comprehensive section on this in our School Policy.

Question: Is it possible for pupils to take part in shaping the school online presence?

- **Answer:** No.

Question: Does the school have an online presence on social media sites?

- **Answer:** Yes.

Question: Is someone responsible for checking the online reputation of the school regularly?

- **Answer:** Yes.

Practice

Management of eSafety

Question: How involved are school governors/school board members in addressing eSafety issues?

- **Answer:** There is a named school governor/ board member who reviews eSafety matters.

Question: Technology develops rapidly. What is done to ensure that the member of staff responsible for ICT is aware of new features and risks?

- **Answer:** The job description outlines that the member of staff responsible for ICT needs to keep up to date on technologies.

eSafety in the curriculum

Question: Are all pupils in your school taught about eSafety?

- **Answer:** Yes, all pupils in all year groups.

> **All pupils in all year groups and all the staff are taught about eSafety.**

Question: Is the eSafety curriculum progressive?

- **Answer:** Yes.

Question: Do you talk about online extremism/radicalisation/hate speech as part of your online safety curriculum?

- **Answer:** Yes, we have integrated discussion and education about these issues into our curriculum.

Extra curricular activities

Question: Does the school provide eSafety support for pupils outside curriculum time?

- **Answer:** Yes.

Sources of support

Question: Are there means in place that allow pupils to recognise good practise and expert knowledge in peers with regards to eSafety issues?

- **Answer:** We actively encourage pupils to become peer eSafety mentors by offering facultative courses and/or school rewards on eSafety topics or similar.

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Staff training

Question: Can teachers organise a training themselves if they have expert knowledge they would like to share with their colleagues?

- **Answer:** Yes, our school encourages knowledge exchange between staff members. There is also an online community which staff members use.

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Question: Are teachers aware about the technology that pupils spend their freetime with?

- **Answer:** Yes, this is part of the training and/or information package provided to teachers.

Question: Are teachers trained on the topic of cyberbullying?

- **Answer:** Yes, every teacher.