

LSI Independent College

## **E-Safety Policy**

Date of policy review: August 2025

Next review: August 2026

Lead for review: Principal

## 1. Introduction

LSI Independent College recognises the critical role that technology plays in teaching, learning, communication, and pastoral care. We fully support the responsible and innovative use of technology while ensuring that all users — students and staff — are protected from the risks associated with digital access.

This policy sets out the College's framework to:

- Promote safe and responsible online behaviour.
- Minimise risks associated with inappropriate or illegal content, contact, conduct, and commerce.
- Fulfil statutory obligations under the Keeping Children Safe in Education (KCSIE 2025), Prevent Duty (2023), and UKVI safeguarding regulations.

The policy also incorporates the DfE's Filtering and Monitoring Standards (2023), ensuring that digital systems are secured, monitored, and regularly reviewed.

## 2. Responsibilities

Senior Management & Proprietor

- Ensure this policy is reviewed annually and implemented effectively.
- Assign named SLT and IT leads for filtering, monitoring, training, and reporting.
- Promote awareness through staff handbook, student welcome packs, staff room notices, and induction training.

Designated Safeguarding Lead (DSL)

- Lead on online safeguarding.
- Oversee filtering and monitoring reports, liaise with IT, and follow up on e-safety incidents.
- Coordinate training and ensure integration into wider safeguarding procedures.

IT Manager / Provider

- Maintain and review filtering/monitoring systems.
- Provide system reports to DSL and SLT.
- Ensure devices are secured on-site and remotely, with alerts enabled.

Staff

- Adhere to Acceptable Use guidance.
- Model appropriate online behaviour.
- Report breaches, incidents, or suspicious activity to the DSL immediately.

Students

- Follow Acceptable Use Policy at all times.
- Report any suspicious, harmful, or distressing digital activity to a trusted adult.
- Respect boundaries around device use, communications, and personal conduct online.

## 11. AI Tools and Emerging Technologies

As part of its commitment to digital safety and responsible innovation, LSI Independent College recognises both the benefits and risks of artificial intelligence (AI) tools such as ChatGPT, Google Bard, and image/video generators.

Staff and students are expected to:

- Use AI tools ethically and only in ways that support learning and development.
- Avoid using AI for generating harmful content, including offensive language, fake identities, or misleading academic work (e.g. AI-generated essays without proper citation).

- Not input any personal, sensitive, or identifying information into AI systems without prior authorisation.
- Report any misuse of AI, including its use in bullying, cheating, or the creation of harmful content.

Staff must:

- Ensure students understand the limitations of AI, including bias, hallucinations (false outputs), and privacy concerns.
- Use college-approved platforms or tools when integrating AI into teaching, and not experiment with unverified AI systems with students.

The DSL and IT team will continue to monitor emerging AI risks and adjust this policy and staff/student guidance accordingly. AI safety will be incorporated into ongoing staff CPD and student digital literacy programmes.