



eSafety Label - Assessment Form

Assessment form submitted by MEHTAP KINALIBAŞ for BAHATTİN ÇİNİ ÖZEL EĞİTİM MESLEK OKULU - 11.01.2023 @ 08:49:51

Infrastructure

Technical security

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

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

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Pupil and staff access to technology

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.

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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.

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Question: Are mobile phones and other digital devices allowed in school?

> **Answer:** Use of mobile phones is encouraged in class as learning tools where considered appropriate by the teacher.

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Data protection

Question: How is pupil data protected when it is taken 'off site' or being sent by email?

> **Answer:** Our email system is protected with passwords and firewalls, and we have rules in place about the transfer of pupil data.

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Question: How are staff and pupil passwords generated for access to your school system?

> **Answer:** All users are attributed a different password by the system.

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

> **Answer:** We assume all teachers know how to protect portable devices.

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Software licensing

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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Question: Does someone have overall responsibility for licensing agreements?

> **Answer:** Yes.

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IT Management

Question: Are teachers and pupils allowed to install software to computers that are school property?

> **Answer:** No, this can only be done by the person in charge of the school ICT network.

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Policy

Acceptable Use Policy (AUP)

Question: How does the school ensure that School Policies are followed?

> **Answer:** We have regular meetings where policy topics are discussed and non-conformity with the school policies is dealt with.

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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.

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Question: Does your school have an Acceptable Use Policy (AUP)?

> **Answer:** Yes, there is an AUP which covers all members of the school community.

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Reporting and Incident-Handling

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

> **Answer:** Yes, teachers know how to recognise and handle (cyber)bullying.

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Question: Are incidents of cyberbullying logged centrally?

> **Answer:** Not really, handling cyberbullying incidents is up to the individual teacher.

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Question: Is there a procedure for dealing with material that could potentially be illegal?

> **Answer:** It is left to teachers to deal with this when the issue arises.

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

> **Answer:** Yes, and all staff, pupils and parents understand this.

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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.

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Staff policy Pupil practice/behaviour

Question: When discussing eSafety related aspects, do pupils have the possibility to shape (extra-curricular and curricular) school activities based on what is going on in their daily lifes?

> **Answer:** In a limited way.

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School presence online

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

> **Answer:** Yes, pupils have the possibility to feedback on our online presence.

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Practice

Management of eSafety

Question: Is there one single person responsible for ICT usage and online access in your school?

> **Answer:** No, teachers are responsible for their pupils' use of ICT and their online safety and security.

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eSafety in the curriculum

Question: Is (cyber)bullying discussed with pupils as part of the curriculum?

> **Answer:** Yes, but only with older pupils.

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

> **Answer:** No, we do not discuss these issues with pupils.

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Question: Is the eSafety curriculum progressive?

> **Answer:** Yes.

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Extra curricular activities

Question: Does the school have any up-to-date information about the online habits of pupils?

> **Answer:** Yes, we have a little information.

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Question: Do pupils do peer mentoring about eSafety?

> **Answer:** Yes, sometimes.

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Sources of support

Question: Does the school provide eSafety support for parents?

> **Answer:** Yes, regularly.

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Question: Are other school services involved in eSafety issues (e.g. counsellors, psychologists, school nurse)?

> **Answer:** Yes, we have some support from them.

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Staff training

Question: Are teachers trained on the topic of cyberbullying?

> **Answer:** Yes, if they are interested.

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Question: Do all staff receive regular training on eSafety issues?

> **Answer:** Some staff occasionally/sometimes receive eSafety training.

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