

St Mary's Catholic First School  
Lucetta Lane, Dorchester, Dorset, DT1 2DD  
Tel: 01305 262258  
Fax: 01305 257101

E-mail: [office@stmarysdorchester.dorset.sch.uk](mailto:office@stmarysdorchester.dorset.sch.uk)

Website: [www.stmarysdorchester.dorset.sch.uk](http://www.stmarysdorchester.dorset.sch.uk)



Head Teacher: Mrs Paula Fearn



13<sup>th</sup> January 2017

Dear Parents

### Weekly Newsletter



### Sickness Bug

As you may know we have had a sickness and stomach bug at the school this week and we hope that everyone is starting to feel better and we are hoping to have everyone back at school next week. We have sent out with the newsletter a Hygiene Information sheet from the School Nurse team which might be useful to keep for reference.

As a reminder, if your child is suffering with vomiting and/or diarrhoea, they must not attend school **until 48 hours after the last symptoms**.

### Online Safety

We are also sending out information that has been compiled by the SSCT (Safe Schools and Communities Team) about Online Safety and some information about safety on Facebook which we hope you will find of use and interest.



### Year 4 Concert

Year 4 is busy practising for the DASP Music Concert on 16th March. Please can parents help their children familiarise themselves with the music and words available on the DASP website. The concert will be held at St Osmunds at approximately 6.30pm and parents can attend (more details to follow).

The songs can be found at the following link <http://www.daspmusic.co.uk/year-4-singing-concert.html> or go via <http://www.daspmusic.co.uk/> and hover over Resources and then click on Resources for students and then Year 4 Singing Concert Resources.

### St Mary's Mobile Phone Policy

Please see overleaf for information our Mobile Phone Policy for the school which has been uploaded to the school website under Policies.

Yours Sincerely

Mrs Paula Fearn  
Head Teacher



**St Mary's Catholic First School**



## **Mobile Phone Policy**

### **Introduction**

At St Mary's the welfare and well-being of our pupils is paramount. This policy on the use of mobile phones in school and whilst with children has been drawn up in the best interests of pupil safety and staff professionalism.

### **Use of mobile phones**

#### **Pupils:**

- Pupils are not permitted to have mobile phones at school or on trips unless specific permission has been given.
- Mobile phones brought to school and not left in the school office will be confiscated and must be collected by the parent.

#### **Staff:**

- Staff must have their phones on 'silent' or switched off during class time and stored in the lockers in the school.
- Only designated staff may use mobile phones for in-school communication.
- Staff may not make or receive calls during teaching time. If there are extreme circumstances (e.g. acutely sick relative) the member of staff should make the Headteacher aware of this and can have their phone in case of having to receive an emergency call.
- Use of phones must be limited to non-contact time when no children are present.
- Phones will never be used to take photographs of children or to store their personal data.
- A school mobile will be carried to sporting fixtures away from school or on an educational visit for contacting parents in the event of an emergency.

#### **Parents and other visitors:**









- In the event of an unplanned school closure (i.e. snow closure or a heating failure) the school will send each family a text message informing them of the change of circumstance. It is therefore imperative that parents supply school with at least one up-to-date mobile number.
- We request that parents do not use mobile phones in the school building or grounds.
- Mobile phones must never be used to take photographs in the school building or grounds.

**We very much appreciate our parents' support in implementing this policy in order to keep your children safe.**

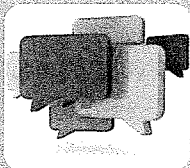
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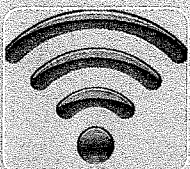
## Parents' Online Safety Information

 O <sub>2</sub> NSPCC Let's keep kids safe online	<b>NSPCC/O<sub>2</sub> Parents online safety Helpline</b> Free service to give advice to parents Tel: 0808 8005002
 <b>childline</b> ONLINE. ON THE PHONE. ANYTIME.	<b>Childline</b> Private and confidential service for children and young people up to the age of nineteen to find advice and discuss issues with counsellors. <a href="http://www.childline.org.uk/">www.childline.org.uk/</a> Tel: 0800 1111
 <b>Net Aware)))</b>	<b>NSPCC NetAware</b> Advice for parents particularly aimed at those with children aged 8-12 years old. <a href="https://www.net-aware.org.uk/">https://www.net-aware.org.uk/</a>
 <b>internet matters.org</b>	<b>Internet Matters</b> Advice for parents of children of all ages – learn about it, talk about it, deal with it <a href="http://www.internetmatters.org/">www.internetmatters.org/</a>
 <b>common sense media</b>	<b>Common Sense Media</b> Detailed reviews on games, website and apps with the aim of helping parents make informed decisions about whether they are suitable for their children <a href="https://www.commonsensemedia.org/">https://www.commonsensemedia.org/</a>
 <b>THINK UK KNOW</b>	<b>ThinkUKnow</b> Advice on internet safety for young people, parents and professionals <a href="http://www.thinkuknow.co.uk">www.thinkuknow.co.uk</a>
 <b>UK Safer Internet Centre</b>	<b>UK Safer Internet Centre</b> Advice on internet safety for young people, parents and professionals. Go to Advice and Resources – Parents and Carers' section for information on parental controls for home internet, parental controls on devices and privacy settings on social networks. <a href="http://www.saferinternet.org.uk/">www.saferinternet.org.uk/</a>
	<b>Safe Schools and Communities Team (Dorset)</b> Advice and links about different issues relating to young people including internet safety <a href="https://www.dorset.police.uk/neighbourhood-policing/safe-schools-team/">https://www.dorset.police.uk/neighbourhood-policing/safe-schools-team/</a>

## Parents' Online Safety Tips



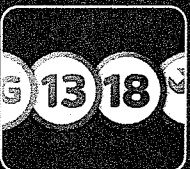
**Talk, talk, talk.** The most important thing for parents and carers is to have lots of conversations with their children and young people about what they are using, how these website/apps work, why they enjoy them, who else is using them etc. In this way they may be able to identify any risky content, inappropriate contact or conduct at an early stage.



Allow access to the internet from devices within the family space. We do not recommend children and young people having computers or games consoles etc in their rooms.



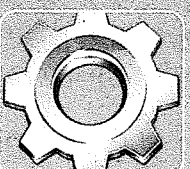
Check virus protection. Ensure that mobile devices and laptops have the relevant software to protect from viruses and other malware. There are several free brands that update regularly and provide good protection or there is other commercially available software.



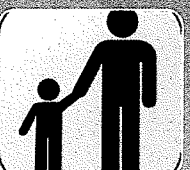
Subscribe to their Internet Service Provider's family filtering service. All major providers now have this service free of charge – the account holder simply goes to their account online and ticks the relevant boxes. This will prevent different types of content from being available via the router in a particular location. Note this does not have any effect on devices that are not accessing the internet via the router eg 3G/4G phone signal.



Use Safe Searching. Most search engines such as Google and YouTube have a safe search facility under the settings menu. Parents and carers of young children particularly may wish to use this to stop them coming across inappropriate material.



Tighten privacy settings on websites and apps. Parents and carers should try to ensure that any social media accounts or apps are set to the highest privacy settings to prevent unknown or inappropriate people from viewing or contacting children and young people – this can be found under Settings in most website/apps. Often the default setting for these types of account is public meaning that everyone can see content including pictures and videos.



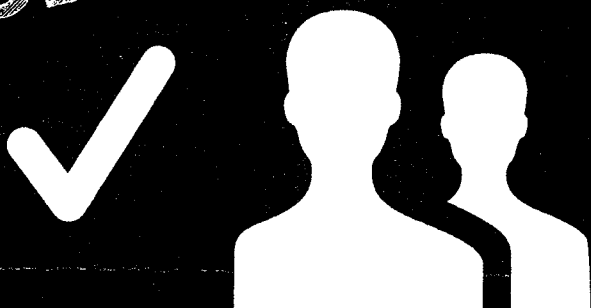
Consider using Parental Controls on devices. Parents and carers may wish to use Parental controls on laptops, mobile devices or games consoles. These controls can limit the times the device can be used, whether apps/games can be downloaded and whether the internet can be accessed. iPads, Windows and new Android (4.3 or higher operating system) have built in parental controls; for older Android devices, apps may need to be downloaded to provide parental controls.

## Facebook-Checklist



- ☐ Do you know your friends?
- ☐ Who can find what you post on Facebook?
- ☐ Be in control of what you share online?
- ☐ How does your profile appear?
- ☐ How do you use your Friends lists?
- ☐ Do you know how to de-activate your account?

**Do the  
Check.**



## Do you know your friends?



### Be In control


Use the **NEW Privacy Shortcuts**, **PE** embedded in Facebook to manage and modify your privacy, control your profile and what you share with your friends. Use the new Privacy Shortcut (Who can see my stuff? & Who can see my future posts) to control who can see the content you post on Facebook. Better still, consider carefully what you share with people you don't know well.

### Know your friends

Only accept friend requests from people you know. If you do accept friends you don't know, bear in mind they might not be who they say they are.

### Report

If something upsets you on Facebook, don't reply, save the evidence and block the person who is harassing you. You can also report the person by doing the following:

1. Go to the profile you want to report
2. Click the  icon beneath the cover photo and then select **Report**.


You can track progress of your reports using the **NEW Support Dashboard**, it will also alert you when a decision has been made about your report. For now, the Dashboard only tracks reports of timelines and photos. If content isn't removed, the reporter will be told why. More information on the Support Dashboard: <http://on.fb.me/lRcv7q>.

## Who can find the content you post?




### Consider only letting your "Friends" see everything.

Remember though when tagging is involved, you need to be mindful that often 'friends of friends' can also see who and what you tag. For up-to-date tagging info, visit: <http://on.fb.me/PQzwdD>


1. Click the cog (Top Right )
2. **Who can see my stuff**
3. **Who can see my future posts**
4. Select **Friends** from the drop down list.

### Ensure you can't be found in a public (Google) search!

1. Click the cog (Top Right )
2. **Privacy Settings**
3. **Who can look me up?**
4. Do you want other search engines to link to your Timeline?
5. Click edit & remove tick from the box.


(Under 18s are automatically removed from search engine results)

### Control your Applications

1. Click the cog (Top Right )
2. **Account Settings**
3. **Apps**
4. Remove apps you don't need (x).

The new App permissions will give you more control on what you share.

### Keep an eye on your timeline

1. Your timeline lists all your activities
2. You can edit or delete the activities on your timeline
3. Scroll over timeline activity until **Edit** or **Remove**  appears on right hand side of activity and click.

The **NEW Activity Log** on your timeline makes it easier for you to review your posts and make changes to the audience of past content. A new feature here is the Request and Removal tool for removing multiple photos you are tagged in.

## Be in control of what you share online



### Don't give away too much about yourself!

1. Facebook have a real name policy so you are not anonymous
2. Think carefully before you upload an image, who are you sharing it with?
3. If you are accessing Facebook via a smartphone, you might be disclosing your location without realising it
4. The internet never forgets. The content you post online can be copied, saved and manipulated, even though you may have previously deleted it. You can lose control over content once posted online
5. What first impression does your profile give? Would you be happy for your future college, university or employer to see your embarrassing photos?

### Take notice of how your images are used

1. The sharing of images and videos which may hurt or harm another person is not allowed. When posting or sharing any image, ensure that you ask the person if they agree to their image being uploaded
2. If you don't want your image to be uploaded, ask the person to delete it
3. Use the **Tag Approval** feature, to control content about you posted by others
4. If you feel that you are being bullied on Facebook, you can report it on the site using the Report button. Use the **Social Reporting** feature to get help from a parent, teacher or trusted friend without reporting the bully directly.

## How does your profile appear?



When posting and sharing content online it is important to consider what other people can see about you. On Facebook you can see exactly what your profile looks like to others by using the **'View As...'** tool.

1. Use the privacy shortcut
2. Select **'Who can see my stuff'**
3. **'What do other people see on my Timeline'** and click on **'View as...'**
4. You'll see what your profile looks like to the public. To preview how your profile appears to a specific person, such as a friend, click **View as specific person** and type their name into the open field and press enter.

### Note:

The **'View As...'** tool doesn't show whether people can interact on your Wall through posts, likes or comments. Your Wall privacy settings will always apply, and anyone who can see a post can like or comment on it.

## How to manage Friends Lists?



**Think about creating different 'friends lists' in order to share different information with your different audiences.**

Consider the level of information that you want to share with people. For example would you want to share the same information with your best friend and your parents?

### How to Create Friends Lists

1. Click on the **NEW Privacy Shortcut**
2. Select **'Who can see my stuff option'**
3. Click on **View As** to check how others see your profile
4. Use the **'Who can see my future posts'** to create and manage your lists.
5. You are able to manage who can see your future posts, by selecting **Custom**. You can now customise the privacy to individuals or lists.

### Organise Friends Lists


1. Choose a Friends List
2. Click **Manage List** button (Top right, under Home button)
3. **Edit List** allows you to remove or add friends to the list
4. Click on a friend to remove.
5. Click on top left drop down and select **Friends**. Click on who to add to the list
6. Click **Finish** to add them.


## How do I deactivate my Facebook profile?




### How do I deactivate my Facebook profile?


If you deactivate your Facebook account, your profile will not be erased, but temporarily suspended. No one will be able to find your account and it will no longer appear in Friends lists.

1. Click the cog (Top Right )
2. **Account Settings**
3. **Security** (left hand side of page)
4. **Deactivate your account**

 All data and information in the account will be kept and can be reactivated at any time.

### How do I permanently delete my Facebook account?

1. Click the cog (Top Right )
2. **Help**
3. Type **"How do I permanently delete my account?"** and follow the link to **"Submit your request here"**

 Warning! Your Facebook account will become 'deactivated' for 14 days and will be deleted if you do not use it in that time.

## Contacts and Help

**Facebook Safety Centre** - [www.facebook.com/safety](http://www.facebook.com/safety)

**Facebook Safety Centre** - [www.facebook.com/safety](http://www.facebook.com/safety)

**Latest changes on Facebook blog** - <http://bit.ly/U8acSe>

**Report/Remove tags video** - <http://youtu.be/CaJYQXiu3PY>

**UK Safer Internet Centre** - [www.saferinternet.org.uk](http://www.saferinternet.org.uk)

**Email:** [enquiries@saferinternet.org.uk](mailto:enquiries@saferinternet.org.uk) **Phone:** 0844 800 2382

**Professionals Online Safety Helpline** - **Phone:** 0844 3814 772

**Childnet** - [www.childnet.com](http://www.childnet.com) **IWF** - [www.iwf.org.uk](http://www.iwf.org.uk)

**Report abuse or grooming to CEOP** - <http://ceop.police.uk>

**Childline** - 0800 1111 [www.childline.org.uk](http://www.childline.org.uk)

**Beatbullying** - [www.beatbullying.org](http://www.beatbullying.org)



**Saferinternet.at**  
Das Internet sicher nutzen!

This resource was originally created by the Safer Internet Centre Austria ([www.saferinternet.at](http://www.saferinternet.at)) and adapted for the UK with their kind permission.



Cofunded by the European Union

Version: Jan2013



## School Nurse Health Team – Hygiene Information – January 2017

<b><u>Stay Well This Winter</u></b>	Flu can be very unpleasant for children, and they can easily spread the illness to other more vulnerable family members or relatives, for whom the illness can be severe. To help protect your child and family, all children aged between two and seven are being offered the flu vaccine in the form of a quick, safe and pain-free nasal spray. If you wish for your child to have the flu vaccine, please await contact by the school nursing service, or contact your GP surgery.
<b><u>Cooking</u></b>	To help your family stay happy and healthy, some simple steps can be taken at home to help prevent illness. Washing your hands while preparing food, keeping raw and cooked food separate and checking that all food is cooked thoroughly is the easiest way to keep your family safe. <i>For tips on food safety at, visit <a href="https://www.food.gov.uk/news-updates/campaigns/christmas">https://www.food.gov.uk/news-updates/campaigns/christmas</a></i>
<b><u>Winter Vomiting Bug</u></b>	<p>The winter vomiting bug- or norovirus- is common in school children, and can spread very easily. Infection is normally mild and lasts for about 3 days- but can also be severe. If your child is suffering with vomiting and diarrhoea, they must not attend school <b>until 48 hours after the last symptoms</b>. Instead, they should stay at home with plenty of fluids, bland food if hungry and should be given paracetamol if they have a temperature. The GP can't prescribe anything for norovirus, but do contact NHS 111 if you are concerned about your child's condition or if symptoms persist for more than 3 days. Washing hands frequently will help to stop the bug from spreading,</p> <p><i>If your child has bloody diarrhoea or is very unwell, please seek immediate advice from your GP or NHS 111.</i></p>

School Nurse Health Team – Hygiene Information – January  
2017

<b><u>Catch it. Bin it. Kill it.</u></b>	<p>If your child has a minor cough or cold, they should be well enough to attend school. However, if they have a raised temperature, shivers or drowsiness, they shouldn't be in school. Colds are caused by a virus, and as such, antibiotics won't help. Paracetamol is the best way to help reduce a high temperature. If your child has more severe symptoms, you should ring NHS 111. By covering our mouths when sneezing or coughing, washing hands thoroughly and throwing away tissues, we can all help prevent the spread of coughs and colds.</p>
<b><u>The 48 Hour Rule</u></b>	<p>If your child has had either vomiting or diarrhoea, they shouldn't be in school until 48 hours <b>after the last symptoms</b>. Most cases of diarrhoea and vomiting in children get better without treatment, but if symptoms persist, consult your GP. When one member is ill, make sure that the whole family washes their hands thoroughly before eating and after using the bathroom and that all surfaces are regularly cleaned; as this will help prevent the spread of illness.</p> <p><i>If your child has bloody diarrhoea or is very unwell, please seek immediate advice from your GP or NHS 111.</i></p>
<b><u>Rashes</u></b>	<p>If your child has a rash, it should be considered as the first sign of an illness, and they shouldn't go to school, until the rash has been checked by your GP or practice nurse. Please ring the practice in advance and do not allow your child to sit in the waiting room with a rash.</p>