**Insert School/college/Education Setting Logo**

**Responding to an Online Safety Concern**

**Online Safety Incident**

**Deliberate**

**Illegal or Harmful Contact or Conduct**

**Conduct**

**Member of Staff**

**Report to DSL**

**Accidental Exposure**

**Illegal Content**

**Unsure**

**Inappropriate Conduct or Content**

**Refer into LADO**

Report to agencies, as appropriate & in line with local child protection procedure.

**Possible Internal Actions**

* Prevent? Follow Derbyshire protocol
* Cyber Choices referral
* Sanctions (if deliberate)
* PSHE/citizenship
* Restorative justice
* Anti-bullying
* Parental work
* School support e.g. counselling, peer mentoring

**Possible Internal Actions**

* Staff training
* Disciplinary action if deliberate
* School support e.g. counselling
* Request support/advice from own HR
* Review Staff code of conduct

**Key Local Contacts**

**School/college Designated Safeguarding Lead (s):** Name, Role and contact info

**Call Derbyshire (Starting Point):**

01629 533190

**LADO:** [professional.allegations@derbyshire.gov.uk](mailto:professional.allegations@derbyshire.gov.uk)

**Derbyshire Police:** 101 or 999 if immediate risk of harm

**Report to the Safeguarding Lead DSL**

This may include CEOP, Children’s Social Care Services, &/or local Police

**Content**

Refer to Derby & Derbyshire Safeguarding Children Partnerships procedures (1.6)

Report to Internet & or Filtering Service Provider, school/college undertake audit

**Child**

**Member of Staff**

**Child**

**Report to Headteacher/Principal** (or equivalent in line with allegations policy)

**Report to DSL**

Refer to UKCCIS

Guidance (sexting in schools & colleges)

Start an internal enquiry

Report to Internet Watch Foundation ([www.iwf.org.uk](http://www.iwf.org.uk)), Derbyshire Police &/or Childrens social care services (Call Derbyshire)

Threshold considered - criminal & or child protection investigation may be required

Record incident & treat as a child protection record. Use risk assessment- review policies & procedures & make any changes to whole school approach if required