Thorpe Acre Junior School

Thorpe Acre Infant School

Privacy Notice:
Filtering and Monitoring
School Systems

Reviewed : November 2026

Learning, Working and Succeeding Together
Reaching High, Learning and Growing Together

Safeguarding Statement

At Thorpe Acre Infant School and Thorpe Acre Junior School, we respect and value all children and are committed to providing a caring, friendly and safe environment for all our pupils so they can learn, in a relaxed and secure atmosphere. We believe every pupil should be able to participate in all school activities in an enjoyable and safe environment and be protected from harm. This is the responsibility of every adult employed by, or invited to, deliver services at Thorpe Acre Infant School and Thorpe Acre Junior School. We recognise our responsibility to safeguard all who access school and promote the welfare of all our pupils by protecting them from physical, sexual and emotional abuse, neglect and bullying.

GDPR Statement

Data will be processed to be in line with our requirements and protections set out in the UK General Data Protection Regulation, Data Protection Act as amended by the Data (Use and Access) Act 2025.

Equality Impact Statement

We have carefully considered and analysed the impact of this policy on equality and the possible implications for pupils with protected characteristics, as part of our commitment to meet the Public Sector Equality Duty (PSED) requirement to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations.

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Our internet and online systems are used to support teaching and learning, pastoral and wellbeing, financial and personnel issues.

To do this we have to be mindful that staff, pupils, volunteers and visitors may access the internet to undertake tasks.

We have an obligation to put in place suitable Filtering and Monitoring systems. These will apply to our devices, whether used on site or off site. Filtering and Monitoring will also apply to personal devices that access our internet connection on the site.

Filtering is the safety measure designed to restrict and control the content which can be accessed by staff, pupils, volunteers, and visitors.

Monitoring concerns the review of user activity on the school's network to promote the safeguarding of staff, pupils, volunteers and visitors.

1. Management of data

We will use third party systems to manage the Filtering and Monitoring obligations, that are Department for Education requirements, and are set out in the Keeping Children Safe in Education document. They are part of the wider safeguarding standards that are mandatory.

The records will be retained for 2 years. However, there may be instances where elements need to be retained for a longer period if there are safeguarding concerns.

This data will be processed as part of a Public Task with a Legal Duty to implement the systems and procedures.

2. What do we do with the data?

The data will be reviewed internally by suitably appointed Safeguarding and IT professionals. There may be occasions when it is necessary to share material with third parties such as the police, social care or health professionals. Sometimes this can be done without any notification to the person or persons who have been the source of the concerns.

If matters need to be raised with individuals this will be done according to our wider data protection, safeguarding and employee policies, as is appropriate.

3. What will it be used for?

The system will be used in detecting when a user accesses or searches for certain types of harmful content on school devices, and to alert school to any concerning content so as school can intervene and respond.

4. How long will we keep it?

2 years.

5. How will we store it?

Data will be securely stored on safeguarding software such as CPOMS and within DSL notification emails.

6. Will it be shared with others?

Data will be shared with others as appropriate, for example police, social care and health professionals.

7. Your data protection rights

For more information about how data is collected, stored, used, and protected, please see our data protection policy which can be found on our website.

You will find details about your rights and how to access data we hold, and what to do is you are not satisfied, or wish to complain.