

Assessment form submitted by Erdem ARSLAN for İskenderun Fatih Sultan Mehmet Anadolu İmam Hatip Lisesi - 12.01.2021 @ 22:55:24

## Infrastructure

### Technical security

**Question:** Are filtering levels uniform across schools or do they depend on user profiles (teacher, pupil, admin staff, etc.) and their level of maturity/seniority?

> **Answer:** There is a basic level of filtering which blocks pornography, violent and illegal content.

**Question:** Are existing ICT services regularly reviewed, updated and removed if no longer in use?

> **Answer:** Yes, this is part of the job description of the ICT coordinator.

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

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

### Pupil and staff access to technology

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

> **Answer:** Mobile phones are banned on the school site and/or in the classrooms.

**Question:** Are staff and pupils allowed to use their own equipment on the school WiFi network? How is this monitored?

> **Answer:** Staff and pupils are able to access the WiFi using their own personal devices. Use is governed by a robust Acceptable Use Policy, which is agreed and understood by all.

### Data protection

**Question:** How is the storage of school records and other documentation dealt with over time?

> **Answer:** We have a school retention plan specifying how long specific kinds of records are being kept and how they should be archived/disposed of.

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

> **Answer:** New users are given a standard password and asked to generate their own password on their first access.

**Question:** Do you have separated learning and administration environments in your school?

> **Answer:** Yes, we have separated learning and administration environments.

### 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.

## IT Management

**Question:** What happens if a teacher would like to acquire new hard/software for the school network?

- › **Answer:** Once a year we have a staff meeting where decisions about new hard/software are made.

## Policy

### Acceptable Use Policy (AUP)

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

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

**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.

**Question:** How do you ensure the school policies are up to date?

- › **Answer:** They are revised yearly.

### Reporting and Incident-Handling

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

- › **Answer:** Yes, we have a whole-school approach, addressing teachers, pupils and parents. It is also embedded into the curriculum for all ages.

**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.

### Staff policy

**Question:** Do you inform teachers about the risks that come with potentially non-secured devices, such as smartphones?

- › **Answer:** Yes, they are clearly formulated in the School Policy and discussed in regular intervals.

**Question:** Are teachers permitted to use personal mobile devices in the classroom?

- › **Answer:** In certain circumstances only, in compliance with the AUP.

### 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:** Pupils are actively encouraged to choose topics of their interest and/or shape extra-curricular activities.

## 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.

**Question:** Is someone responsible for checking the online reputation of the school regularly?

> **Answer:** Yes.

## Practice

### Management of eSafety

**Question:** How involved are school governors/school board members in addressing eSafety issues?

> **Answer:** There is a named school governor/ board member who reviews eSafety matters.

**Question:** Does the school have a designated member of staff responsible for eSafety?

> **Answer:** Yes.

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

> **Answer:** Yes.

### eSafety in the curriculum

**Question:** Are pupils taught about the risks of sexting?

> **Answer:** Yes, sexting is integrated into our eSafety and our sex education teaching at appropriate times.

**Question:** Is the eSafety curriculum progressive?

> **Answer:** Yes.

### Extra curricular activities

**Question:** Does your school celebrate 'Safer Internet Day'?

> **Answer:** Yes, the whole school celebrates 'SID'.

### Sources of support

**Question:** Are there means in place that allow pupils to recognise good practise and expert knowledge in peers with regards to eSafety issues?

> **Answer:** We actively encourage pupils to become peer eSafety mentors by offering facultative courses and/or school rewards on eSafety topics or similar.

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

> **Answer:** Yes, we have a lot of support from them.

**Question:** Do pupils have a means to address a trusted adult in confidence if an online incident occurs outside the school?

> **Answer:** Yes, the school counselor is knowledgeable in eSafety issues.

## Staff training

**Question:** Can teachers organise a training themselves if they have expert knowledge they would like to share with their colleagues?

> **Answer:** Yes, our school encourages knowledge exchange between staff members. There is also an online community which staff members use.