

# MUSIC OF LIFE FOUNDATION

## ONLINE POLICY STATEMENT



### INTRODUCTION

Music of Life Foundation (Music of Life/us/we) works with children and families as an integral part of its activities.

These activities include providing tailored individual musical tuition, performing opportunities, group workshops and a range of associated services for children and young people with a wide range of disabilities.

### PURPOSE

The purpose of this Policy Statement is to:

- Ensure that the safety and wellbeing of children and young people is paramount when adults, young people or children are using the internet, social media or mobile devices to receive or access the services provided by Music of Life
- Provide staff and volunteers with the overarching principles that guide our approach to online safety
- Ensure that as an organisation, we operate in line with our values and within the law in terms of how we use the internet and any electronic means to deliver our services to children and young people.

The Policy Statement applies to all staff, service providers, volunteers, trustees, children and young people and anyone involved in Music of Life's activities.

### LEGAL FRAMEWORK

This Policy has been drawn up on the basis of legislation, policy and guidance that seeks to protect children in England. Summaries of the key legislation and guidance are available on:

- Online abuse <https://learning.nspcc.org.uk/child-abuse-and-neglect/online-abuse/>
- Bullying <https://learning.nspcc.org.uk/child-abuse-and-neglect/bullying>
- Child protection <https://learning.nspcc.org.uk/child-protection-system>

### WE BELIEVE THAT:

- Children and young people should never experience abuse of any kind
- Children should be able to use the internet for education and personal development, but appropriate safeguards need to be in place to ensure they are kept safe at all times.

### WE RECOGNISE THAT:

- The online world provides everyone with many opportunities, however it can also present risks and challenges
- We have a duty to ensure that all children and young people and adults involved in our organisation are protected from potential harm online
- All children, regardless of age, disability, gender, race, religion or belief, sex or sexual orientation, have the right to equal protection from all types of harm or abuse

- Working in partnership with children, young people, their parents, carers and other agencies is essential in promoting young people's welfare and in helping young people to be responsible in their approach to online safety.

**WE WILL SEEK TO KEEP CHILDREN AND YOUNG PEOPLE SAFE BY:**

- Appointing an online safety coordinator – Maria Teterina, CEO of Music of Life Foundation
- Providing clear and specific directions to staff and volunteers on how to behave online through our behaviour code for adults
- Supporting and encouraging the children and young people using our service to use the internet, social media and mobile phones in a way that keeps them safe and shows respect for others
- Supporting and encouraging parents and carers to do what they can to keep their children safe online
- Developing an online safety agreement for use with children and young people and their parents and carers
- Developing clear and robust procedures to enable us to respond appropriately to any incidents of inappropriate online behaviour, whether by an adult or a child/young person
- Reviewing and updating the security of our systems regularly
- Ensuring that user names, logins, email accounts and passwords are used effectively
- Ensuring personal information about the adults, children and young people who are involved in our organisation is held securely and shared only as appropriate and in accordance with our GDPR and Data Protection Policies
- Providing supervision, support and access to training, where required, for staff and volunteers about online safety

**IF ONLINE ABUSE OCCURS, WE WILL RESPOND TO IT BY:**

- Having clear and robust safeguarding procedures in place for responding to abuse (including online abuses)
- Providing support for staff and volunteers on dealing with all forms of abuse
- Making sure our response takes the needs of the person experiencing abuse and our organisation as a whole into account
- Reviewing the plan developed to address online abuse at regular intervals in order to ensure that any problems have been resolved in the long term.

**RELATED POLICIES AND PROCEDURES**

This Policy statement should be read alongside our organisational policies and procedures, including:

- General Safeguarding Policy
- GDPR and Data Protection Policies
- Complaints and Grievance Policy
- Volunteers Policy
- Equal Opportunities Policy
- Code of Behaviour

## **CONTACT DETAILS**

### **Online safety co-ordinator**

Name: Maria Teterina

Position: Chief Executive Officer

Email: [mteterina@mofl.co.uk](mailto:mteterina@mofl.co.uk)

Phone: 0207 813 5472

### **Senior Lead for safeguarding and child protection**

Name: Ray Longbottom

Position: Chair of Trustees

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## **NSPCC HELPLINE**

0808 800 5000

We are committed to reviewing our policy and good practice on online safety annually.

Signed:



Ray Longbottom – Chair of Trustees – Music of Life Foundation

Date: 27 March 2020