

Online safety policy

Note: This policy applies to:

- All children and young people involved with **Vibefitness** - any person under the age of 18.
- All parents and carers with responsibility for the child
- All staff and volunteers involved with **Vibefitness**

Our statement

We recognise that keeping adults and children safe in sport, dance and physical activity extends beyond the studio to include digital devices, online platforms and communication. This policy provides guidance on how **Vibefitness** approaches the use of the internet and all online platforms while providing a safe and fun environment for adults and children to enjoy **dance and fitness sessions**.

This includes, but is not limited to:

- our website,
- social media,
- live streaming platforms,
- management apps,
- and messaging apps.

As an organisation, we commit to implementing this policy and addressing any concerns quickly and within these guidelines.

Aims

The aims of our online safety policy are:

- to protect all adults and children involved with our organisation who make use of online technology while in our care, or while engaging with our organisation
- to provide staff and volunteers with overarching principles that guide our approach to online safety
- to ensure our organisation is operating in line with our values and within relevant legislation, including the Data Protection Act 2018, UK General Data Protection Regulation and Online Safety Act 2023.

Our policy

What we'll do

As part of our online safety policy, we will:

- conduct risk assessments for all digital and online platforms being considered or being used by the organisation
- ensure that we adhere to relevant legislation and good practice guidelines when using online platforms
- provide relevant training to all staff on online safety, and ensure all staff or volunteers using online platforms have had training appropriate to their role
- monitor how staff, parents and children use our platforms both inside and outside of our setting to ensure it adheres to our policy, acceptable use statement and code of conducts
- regularly review existing safeguarding policies and procedures to ensure online safety is embedded throughout the organisation
- ensure a senior member of staff have access to our digital platforms and moderate them regularly
- ensure staff who moderate and use our digital platforms have appropriate safeguarding training and work closely with the safeguarding lead
- keep all apps and platform security up to date, use strong passwords and maintain privacy of all users
- effectively use security and privacy tools available on each platform
- have a zero-tolerance policy towards discrimination, hateful communication, cyberbullying, inappropriate, harmful or illegal content
- inform all staff, volunteers, members, parents, carers and children of who to report any online concerns to, or what to do in the event they see something that worries them online
- adhere to parental consents and permissions when sharing images, videos or live streaming our organisation for promotional or celebrational purposes
- never publish identifying information of children on publicly available online platforms (such as our website and public social media channels)
- develop an online safety agreement for use with staff, volunteers, parents and carers and the children and young people
- ensure personal information gathered while using online platforms are stored securely and in line with our privacy policies

WhatsApp group checklist

We have...

- Researched WhatsApp Business and understand how to use it.
- Sought permission to add young people to a new WhatsApp group (from both the young person and their parent or carer).
- Asked young people, parents and carers to read our codes of conduct and a safer use policy/online safety policy.
- Considered the name of our group chat carefully.
- Ensured we have at least two staff members or volunteers who are part of the WhatsApp group to have responsibility and are trained to monitor and moderate the group chat.

These individuals are:

- DBS checked
- understand the app and the risks
- have safeguarding training
- understand our safeguarding procedures
- know what's expected from them through our staff code of conduct, safeguarding policy and online safety policy.
- Signposted young people to helpful resources, websites and support (for online safety and social media usage). Let young people, parents and carers know who they can go to if they have any worries, concerns or need any help.

The policy and procedures will be widely promoted and are mandatory for everyone involved in **vibefitness**. Failure to comply with the policy and procedures will be addressed without delay and may ultimately result in dismissal or exclusion from the organisation and, where appropriate, referral to statutory organisations.

Monitoring

This policy will be reviewed every three years, or in the following circumstances:

- changes in legislation and/or government guidance
- as a result of any other significant change, event or case reviews.

This policy was last reviewed on19/03/25..... [Date]

Signedvicki bentham.....

Vicki bentham – vibefitness owner

Contact details

Our Safeguarding Lead	Vicki bentham	07934175249	Vibefitness
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In a safeguarding emergency,
where a child is at immediate risk of harm, call 999.

You can contact the NSPCC Helpline by calling 0808 800 5000, emailing help@NSPCC.org.uk
or completing our report abuse online form.

Any child can call Childline on 0800 1111 or chat to them online.