

SchoolProtect Filtering Guide for DSLs

What is SchoolProtect?

SchoolProtect is a **web filter** that works across your school's entire network. It is included with LGfL's Let's Get Digital Broadband subscription. It's designed specifically for schools of all sizes, from small primaries to large MATs, giving you flexible, reliable control over what pupils can access online.

How it Keeps Pupils Safe

Behind the scenes, SchoolProtect is constantly scanning and categorising billions of websites in more than 40 languages. It automatically identifies harmful or inappropriate content to help you meet filtering standards and keep learners protected every day.

Trusted and Accredited

You don't have to take our word for it. SchoolProtect is [accredited by the UK Safer Internet Centre](#), giving you peace of mind that your school's filtering meets national best-practice standards.

Filtering That Fits How You Work

Because SchoolProtect filters at the network level (not on individual devices), it keeps everyone safe while connected to your school broadband. For school-owned devices that leave the site, you can pair it with LGfL's [HomeProtect](#) to extend the same protection wherever pupils learn.

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WHAT IS FILTERING?

SchoolProtect is a filtering system. Filtering allows you to block and allow websites for your users. Filtering only relates to websites, not other applications on devices.

Don't forget, Keeping Children Safe in Education requires schools to have both filtering and monitoring in schools. To find out how filtering differs from monitoring please take a look at the video [here](#).

LGfL offers 2 monitoring services to customers, which monitor the keystrokes on school-based devices. The unmanaged monitoring is free to most LGfL customers, saving you significant additional costs. For more information about this please visit our website: monitoring.lgfl.net.

I'M A DSL, WHAT DO I NEED TO KNOW ABOUT FILTERING?

[Keeping Children Safe in Education](#) states that Designated Safeguarding Leads (DSLs) have the lead responsibility in schools for Online Safety, which includes filtering and monitoring. If you want to learn more about filtering and schools' responsibilities, please check out all the free resources and support here: safefiltering.lgfl.net.

For example:

- access our free 30 minute [self-service training](#) for DSLs and SLTs
- find out why LGfL's filtering is considered '[appropriate](#)' as per Keeping Children Safe In Education (KCSIE), by checking out our submission to the UK Safer Internet Centre
- download and use our [filtering checks template](#) to perform your regular checks
- access our free downloadable [Online Safety Audit](#) template to complete your annual review as recommended in KCSIE
- see our [Top Tips for Filtering](#) to find out how to get the most out of SchoolProtect

Alongside KCSIE, the [DfE's Standards for Filtering and Monitoring](#) set the expectations for what your filtering system needs to be able to do, and the relevant roles, responsibilities and processes. **Remember having a filtering system does NOT make you compliant with the Standards - It is how you set it up and continuously use it that is important.**

To fulfil your filtering responsibilities as outlined in KCSIE, we strongly recommend that DSLs have access to SchoolProtect. This guide provides instructions for DSLs about how to use key functions of SchoolProtect. However, you will need to work closely with your school's IT Technicians who will be responsible for the install and setup of the system.

TOP THINGS TO CHECK WITH YOUR FILTERING SET UP

We want to make sure schools have filtering that is effective at keeping children safe.

Remember having a filtering system does NOT make you compliant with the Standards - It is how you set your system up and use it that is important.

This guide gives DSLs an overview of how to use SchoolProtect but to start, please ask your Technical Team to confirm the following key points:

1. **HTTPS Decryption** has been rolled out – this improves the granularity of your filtering (for example your ability to block individual pages rather than whole sites) and reporting (for example when you decrypt you can access search term reports) and many functions within SchoolProtect will not work without it.
2. **User Authentication** is in place – to be able to identify individual users so that you can be more targeted in your filtering and respond more effectively when there is a concern.
3. What **mode of YouTube** you are on – there are 3 different restriction modes for you to choose from depending on your school's risk assessment. What is visible within these 3 modes is then down to YouTube's algorithm.

There is technical information about all of these in our [SchoolProtect Guide](#).

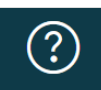
GETTING ACCESS

To log in, you'll need to have a USO account and then be set up as a Nominated Contact. This can be done by an existing Nominated Contact. Please ask the Nominated Contact to set you up with a '**Policy Editor**' role (<https://helpdesk.lgfl.net/support/solutions/articles/54000081231>). To find out who your school's Nominated Contacts are for LGfL (usually your Head Teacher and others), you'll need to be on the LGfL network and then access the LGfL Support site. The specific page for this information is not publicly available, so you'll need to be logged in to view it.

Once you're set up, you can access the [SchoolProtect](#) portal.

When you're logged in to SchoolProtect (consider bookmarking this page for ease of future access), you'll be greeted with the homepage. From here you can access everything you need.

In the top right, you will see:

	A sign post icon. This will be to select the establishments. Some NC's (Nominated Contacts) support multiple schools, so it's always crucial to ensure you're looking at the correct establishment.
	A headset icon. This is how you can raise a support ticket.
	A tickbox icon. This is how you access ' Am I Filtering ' - a tool to test whether filtering is active on your devices. This is really helpful for problem solving and also completing regular checks as required in the DfE Standards.
	A question mark that is linked to our technical Knowledgebase articles

To logout, you simply need to click by your name (top right), then the logout button.

CATEGORIES

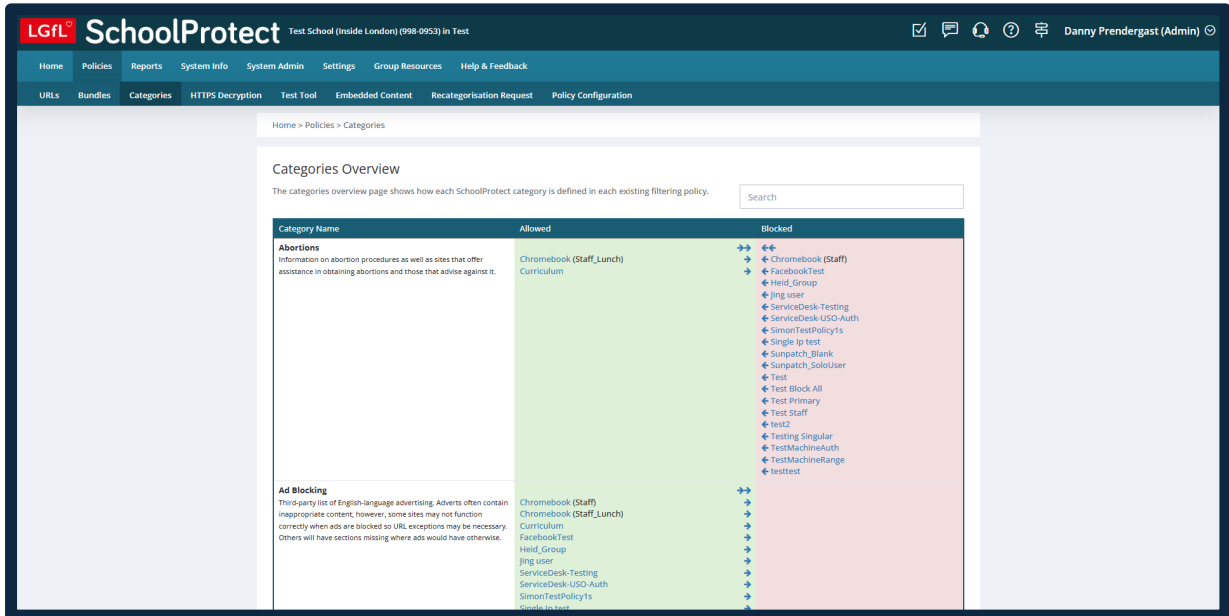
One thing you will want to do is periodically check what you block and allow in your school and for which users. You should be clear about the safeguarding rationale for this (e.g. why do you block/allow websites for particular groups? How does safeguarding lead this decision making?).

To do this, please visit '**Categories**' under the '**Policies**' tab.

Categories are groups of URLs with similar types of content (e.g 'Sales' or 'Alcohol'). Under each category heading, there is a short description to help DSLs decide whether the category is appropriate to allow or block for particular users. Have a look at the list of categories and the accompanying text and look at whether you are blocking (red column) or allowing (green column) each category and for whom. **Best practice would be to have multiple user groups set up** (e.g. Staff, Leadership, KS1, KS2 etc) and differentiate the categories that are blocked/allowed for different groups (perhaps depending on the age of pupils or any particular risk factors e.g. SEND).

To change whether a category is allowed/blocked for a group you simply click on the arrow next to the policy group and this will move it to the other column.

To change the groups that you have for users, please speak to your Technical Team.



LGfL SchoolProtect Test School (Inside London) (998-0953) in Test

Home Policies Reports System Info System Admin Settings Group Resources Help & Feedback

URLs Bundles Categories HTTPS Decryption Test Tool Embedded Content Recategorisation Request Policy Configuration

Home > Policies > Categories

Categories Overview

The categories overview page shows how each SchoolProtect category is defined in each existing filtering policy.

Search

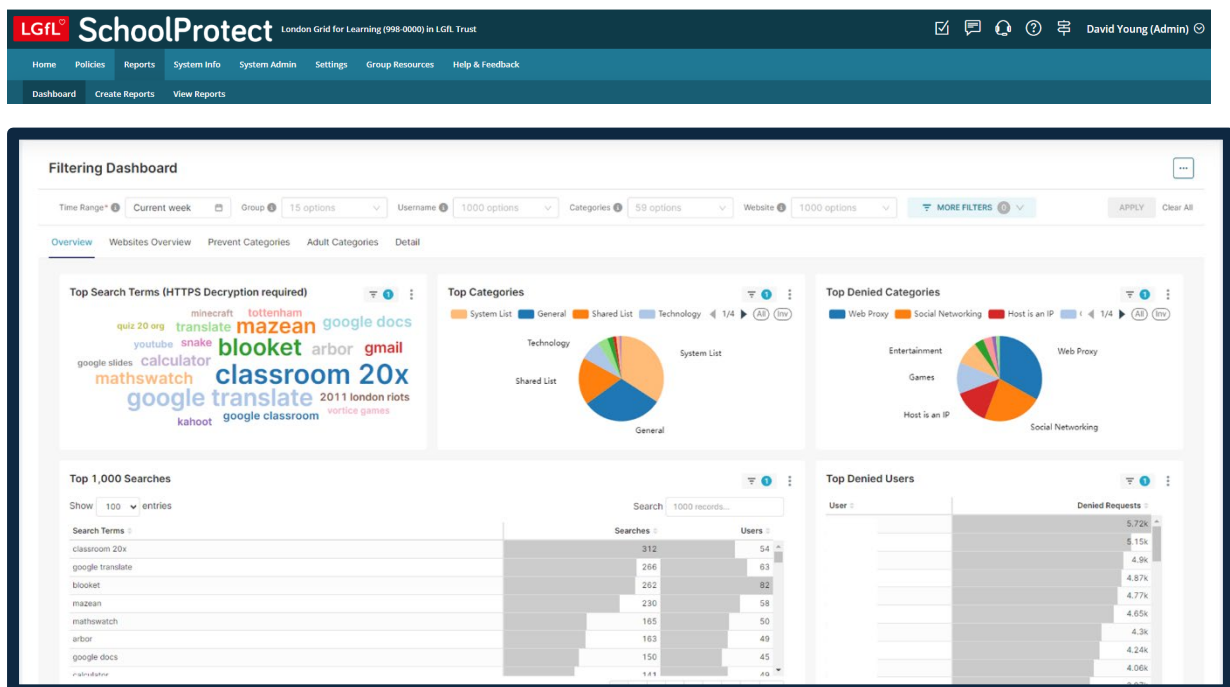
Category Name	Allowed	Blocked
Abortions Information on abortion procedures as well as sites that offer assistance in obtaining abortions and those that advise against it.	Chromebook (Staff_Lunch) Curriculum	Chromebook (Staff) FacebookTest Heid_Group Jing user ServiceDesk-Testing ServiceDesk-USO-Auth SimonTestPolicy1s Single Ip test Sunpatch_Blank Sunpatch_SoloUser Test Test Block All Test Primary Test Staff test2 Testing Singular TestMachineAuth TestMachineRange testtest
Ad Blocking Third-party list of English-language advertising. Adverts often contain inappropriate content; however, some sites may not function correctly when ads are blocked so URL exceptions may be necessary. Others will have sections missing where ads would have otherwise.	Chromebook (Staff) Chromebook (Staff_Lunch) Curriculum FacebookTest Heid_Group Jing user ServiceDesk-Testing ServiceDesk-USO-Auth SimonTestPolicy1s Single Ip test	

THE REPORTING DASHBOARD

On SchoolProtect you can run and schedule many different reports. However what is even more useful, is our real-time interactive **dashboard**. This is designed to help DSLs have an oversight of filtering and user activity. We recommend that DSLs review the dashboard on a regular basis and then run scheduled or on-demand reports when there is a particular concern or you need high level data for a report (please speak to your Technical Team for support with this).

Most of the data in the dashboard requires both [user authentication](#) and [HTTPS decryption](#) to be set up. If you have empty sections on the dashboard, this is likely to be the reason why. Please speak to your IT Technician to request both of these are set up.

To access the dashboard, log into SchoolProtect then navigate to **Reports >>>> Dashboard**:

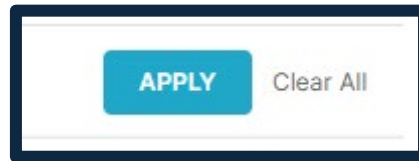


Filtering the Data

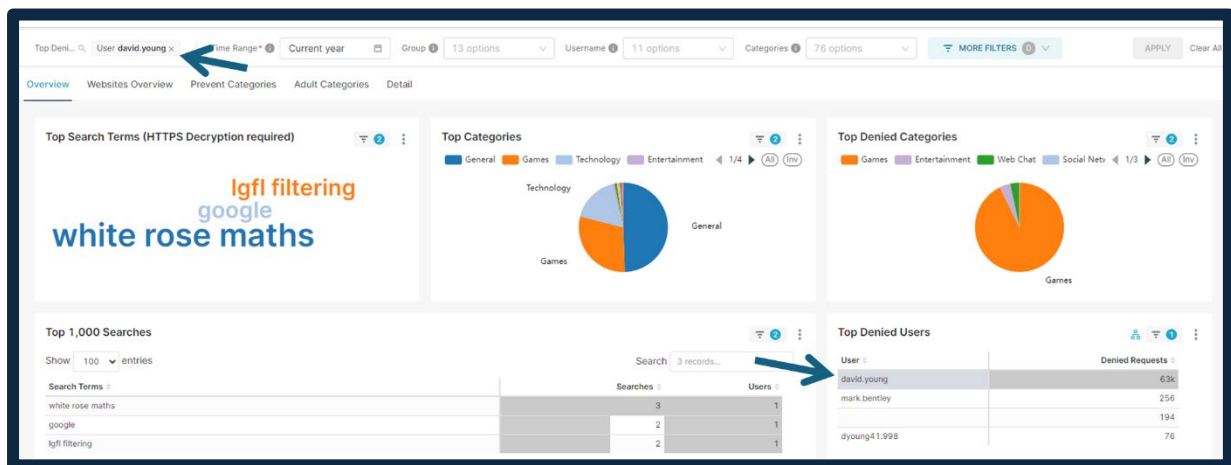
At the top of each page is the filter bar which allows you to change the time-range or apply filters to your dashboard.



After selecting a filter, you must click the APPLY button on the right-hand side for the change to take effect:



You can also filter directly from charts in the dashboard, e.g. by clicking a segment on a pie-chart or item in a list. For example, you can click a username in the list of 'Top Denied Users' or 'Requests by User' tables to limit your view to a single user.



Filters persist across tabs so you can select the user or policy from the overview and drill down into details on other tabs.

Tabs

The dashboard has 5 tabs:

1. **Overview** - Shows an overview of the filtering with search-terms, categories and policy/user lists
2. **Websites Overview** - Shows the top allowed and blocked websites
3. **Prevent Categories** - Website overview and detail list that is pre-filtered by the Prevent categories (Criminal Skills, Hate Speech, Weapons and Extreme)
4. **Adult Categories** - Website overview and detail list that is pre-filtered by adult-related categories
5. **Detail** - A full list of all URLs visited based on the current filters (useful for exporting to Excel, etc.)

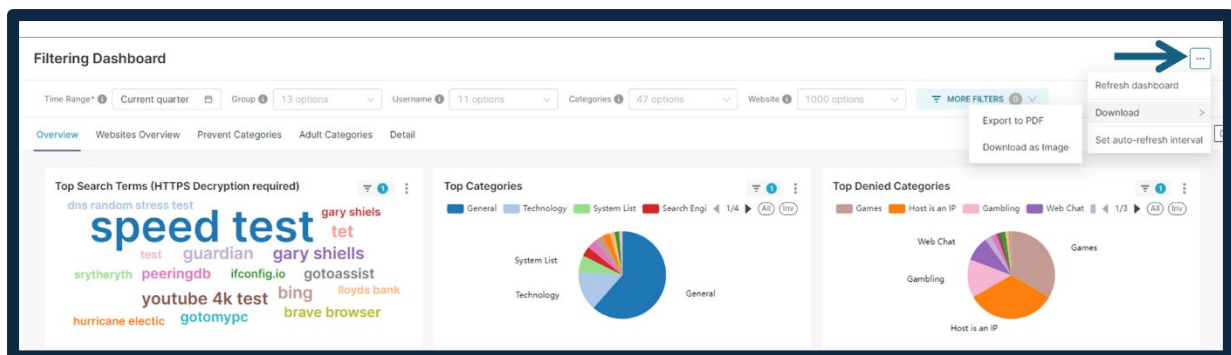
The areas of the report that may be of particular interest to DSLs are:

- **Top Search Terms**- what are words are users searching online? Does this raise any concern? Any words you are unfamiliar with?
- **Top Denied Categories** –Click on each category to see more specific data
- **Top Denied Users** – Click on a user to see more specific detail
- **Websites overview / Top denied domains** – Click on a user to see more specific detail
- **Prevent Categories** – Click on a user to see more specific detail
- **Adult Categories** – Click on a user to see more specific detail

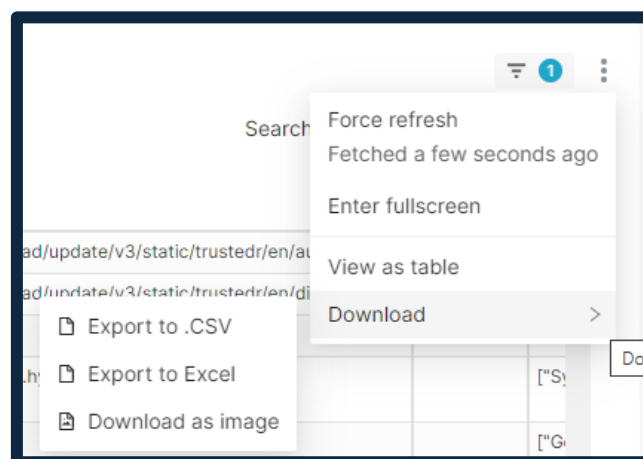
Exporting Data

Data can be exported either as an image of the whole dashboard page or on a per-chart basis (image or Excel/CSV).

To save an export of the entire dashboard click on the ‘...’ in the top-right then Download and choose PDF or Image to download:



To export data from specific charts, click the horizontal ⋮ in the top-right of the chart then Download and choose Export to CSV or Excel or Download as image. Exporting to CSV or Excel will give the raw data and is best for tables.

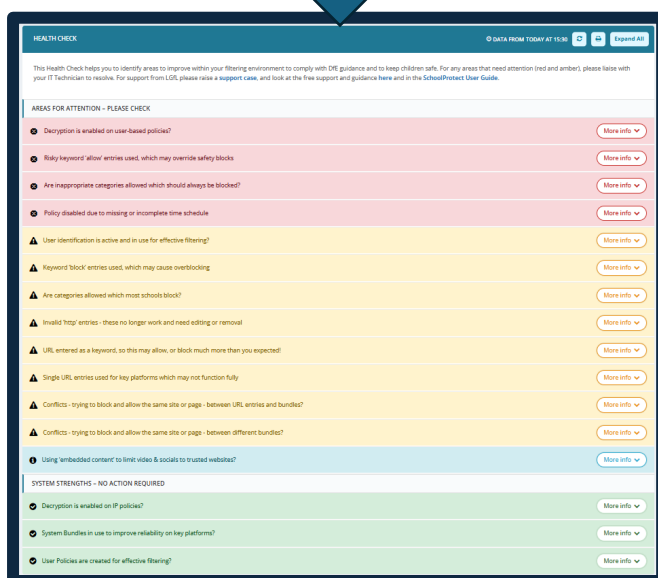
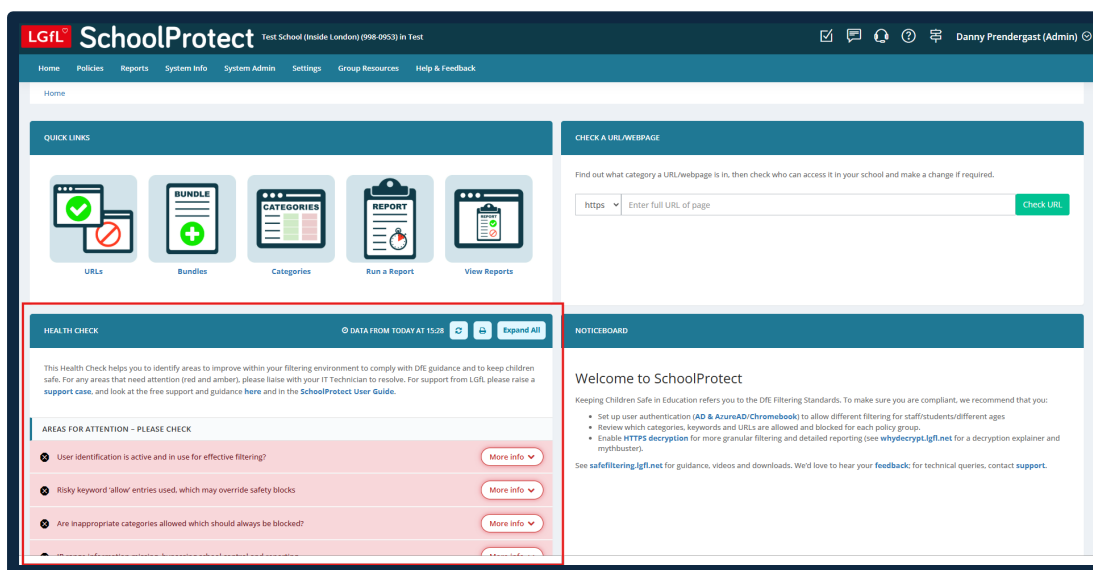


THE HEALTH CHECK

This tool tells you how effectively your filtering is set-up and supports you to make improvements, in line with KCSIE and the DfE Standards - a bit like a Filtering MOT.

You can find the Health Check on the homepage of SchoolProtect once you have logged in. **Review any areas coloured red or amber, as these may present risk.** The Health Check provides further detail on what each element means and how to fix it – but please ask your Technical Team to assist with any troubleshooting.

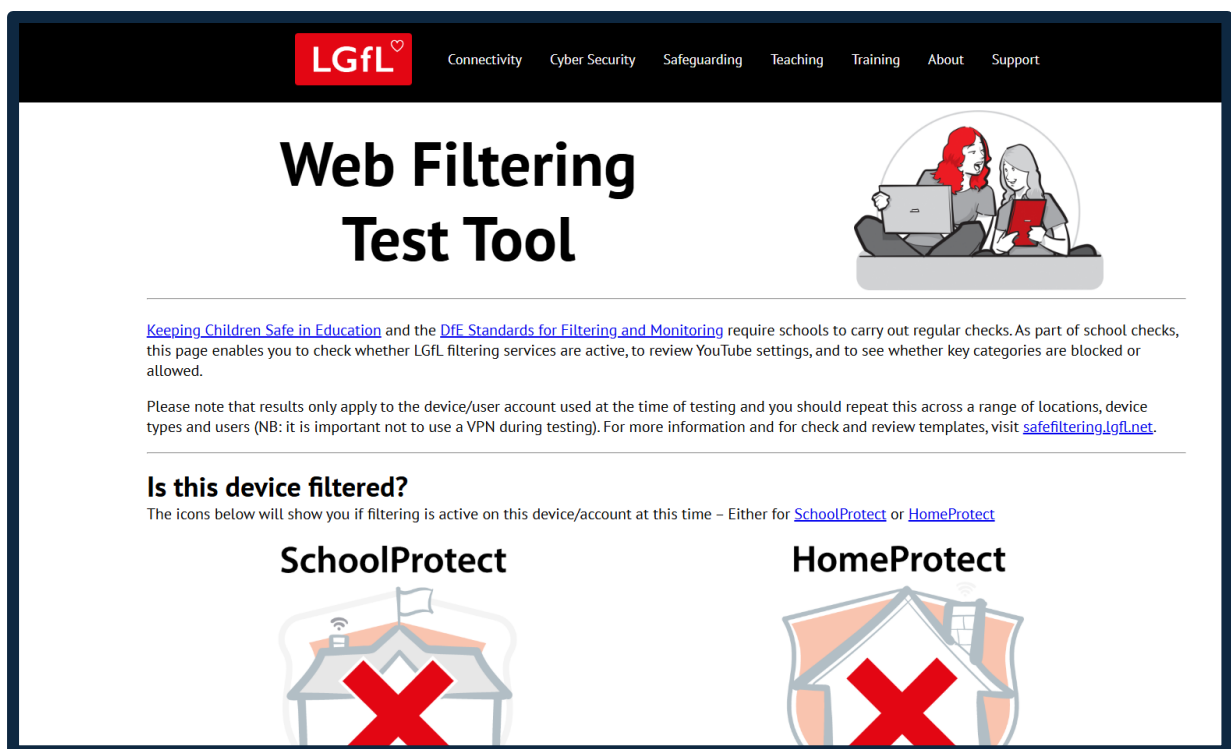
If you need to download the information in the Health Check, you can export this by clicking on the printer icon in the top right-hand corner of the Health Check.



AM I FILTERING?

If you want to check whether a school device is being filtered, visit the webpage: amifiltering.co.uk. This site will then tell you what filtering is active (SchoolProtect or HomeProtect), details about the device you are on, as well as confirming which categories are blocked and allowed. This can be helpful as part of your regular filtering checks (as required in the DfE Standards).

Remember, SchoolProtect is a network filter used on devices that connect to the internet in school. This will not filter any devices that leave the school site. For this, [HomeProtect](#) can be purchased. All school-owned devices (whether on or off site) must have appropriate filtering as per the DfE Standards, and you should regularly check that this is working as expected. We have a filtering checks template that you can use for this: safefiltering.lgfl.net.



The screenshot shows the 'Web Filtering Test Tool' webpage. At the top is a navigation bar with the LGfL logo and links for Connectivity, Cyber Security, Safeguarding, Teaching, Training, About, and Support. The main heading is 'Web Filtering Test Tool' with an illustration of two people using laptops. Below the heading, there is explanatory text about the tool's purpose and usage instructions. A section titled 'Is this device filtered?' explains that icons for SchoolProtect and HomeProtect will show if filtering is active. Both icons, which depict a house with a red 'X' over it, are shown in the 'Not Filtered' state.

Web Filtering Test Tool

[Keeping Children Safe in Education](#) and the [DfE Standards for Filtering and Monitoring](#) require schools to carry out regular checks. As part of school checks, this page enables you to check whether LGfL filtering services are active, to review YouTube settings, and to see whether key categories are blocked or allowed.

Please note that results only apply to the device/user account used at the time of testing and you should repeat this across a range of locations, device types and users (NB: it is important not to use a VPN during testing). For more information and for check and review templates, visit safefiltering.lgfl.net.

Is this device filtered?

The icons below will show you if filtering is active on this device/account at this time – Either for [SchoolProtect](#) or [HomeProtect](#)

SchoolProtect

HomeProtect

FURTHER INFORMATION

DSLs are not expected to be technical experts. This guide provides an overview of key areas of SchoolProtect that you will benefit from accessing. For everything else, please liaise with your Technical Team and take a look at the full technical guide (link below).

Here are a few key links if you have further queries:

safefiltering.lgfl.net	Website with lots of videos and resources for DSLs/SLT about filtering, including templates and self-service training
schoolprotect.lgfl.net	More information about SchoolProtect filtering
homeprotect.lgfl.net	More information about HomeProtect filtering
youtube.lgfl.net	Find out about how YouTube works in relation to filtering
schoolprotectguide.lgfl.net	Technical guide on setting up the filtering
dslspguide.lgfl.net	Find this DSL SchoolProtect Guide again
monitoring.lgfl.net	Information on the LGfL Senso partnership and the monitoring available to schools
training.lgfl.net	Book technical SchoolProtect training
safeguarding@lgfl.net	Email us with any queries relating to using SchoolProtect