Acceptable Use Agreement for Parents/Guardians & Pupils

Pupils Agreement

Name of pupil:

When using the school's ICT facilities and accessing the internet in school, I will not:

- Use them for a non-educational purpose
- Use them without a teacher being present, or without a teacher's permission
- Use them to break school rules
- Access any inappropriate websites
- Access social networking sites (unless my teacher has expressly allowed this as part of a learning activity)
- Use chat rooms
- Open any attachments in emails, or follow any links in emails, without first checking with a teacher
- Use any inappropriate language when communicating online, including in emails
- Share my password with others or log in to the school's network using someone else's details
- Bully other people

I understand that the school will monitor the websites I visit and my use of the school's ICT facilities and systems.

I will immediately let a teacher or other member of staff know if I find any material which might upset, distress or harm me or others.

I will always use the school's ICT systems and internet responsibly.

I understand that the school can discipline me if I do certain unacceptable things online, even if I'm not in school when I do them.

Parents and Guardians Agreement

Name of parent/guardian:

Online channels are an important way for parents/guardians to communicate with, or about, our school.
The school uses the following channels:

- Our official Social Media pages
- Email/text groups for parents (for school announcements and information)
- Our virtual learning platform

Parents/guardians also set up independent channels to help them stay on top of what's happening in their child's class. For example, class/year Facebook groups, email groups, or chats (through apps such as WhatsApp). These such channels are not deemed as official school channels, but parents/guardians should adhere to the same usage directions as outlined in this agreement.

When communicating with the school via official communication channels, or using private/independent channels to talk about the school, I will:

- Be respectful towards members of staff, and the school, at all times

- Be respectful of other parents/carers and children

- Direct any complaints or concerns through the school's official channels, so they can be dealt with in line with the school's complaints procedure

I will not:

- Use private groups, the school's Social Media pages, or personal social media to complain about or criticise members of staff. This is not constructive, and the school can't improve or address issues if they aren't raised in an appropriate way

- Use private groups, the school's Social Media page, or personal social media to complain about, or try to resolve, a behaviour issue involving other pupils. I will contact the school and speak to the appropriate member of staff if I'm aware of a specific behaviour issue or incident

- Upload or share photos or videos on social media of any child other than my own, unless I have the permission of other children's parents/carers

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Parent/Guardian agreement: I, the undersigned, accept the above parental and pupil agreements with regards to ICT and Internet Acceptable Use. I confirm that I have made my child aware of the school policy and procedures with regards to ICT and Internet Acceptable Use. I agree that my child can use the school's ICT systems and internet when appropriately supervised by a member of school staff. I agree to the conditions set out above for pupils using the school's ICT systems and internet, and for using personal electronic devices in school, and will make sure my child understands these

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Name(s) of pupils registered at the school:

Signed (parent/guardian):	**Date:**