East Rainton Primary School
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Head teacher: Mrs S J Toole B.Ed (Hons)

Dear Parent/ Carer,

School Acceptable Use Policy

The use of ICT (Information and Communication Technology) including the Internet, email, learning platforms and today's mobile technologies are an integral element of learning in our school. To make this as successful and as beneficial as possible for all learners, we expect all pupils to act safely and responsibly when using technology both within, and outside of, the school environment.

This is particularly relevant when using Social Network Sites that are becoming increasingly popular amongst both the adult population and young people. However, many sites do have age-restriction policies where the minimum acceptable age is 13 years. Any child who sets up or uses such a site and is below the acceptable age is in clear breach of these age-restriction policies and therefore we actively discourage this in our school.

The enclosed Acceptable Use Policy forms part of the wider School eSafety Policy and alongside the school's Behaviour Policy outlines those principles we expect our pupils to uphold for the benefit of both themselves and the wider school community.

Your support in achieving these aims is essential and I would therefore ask that you please read and discuss the enclosed Acceptable Use Policy with your child and return the completed document as soon as possible. Children will also discuss these rules within school and sign a children's acceptable use policy.

If you would like to find out more about eSafety for parents and carers, please visit www.thinkuknow.co.uk which provides information on how to stay safe when using technology for both parent/carers and children of all ages. Or visit our website for more resources.

Signing the School Acceptable Use Policy helps us to maintain responsible use of technology and safeguards the pupils in school.

If you have any concerns or would like to discuss any aspect of the use of ICT in school, do not hesitate to get in contact.

Yours sincerely,

S J Toole

KS2 Acceptable use Policy Agreement

Parent / Carer Signature

As the parent / carer of the above pupil, I understand that the school has discussed the Acceptable Use Agreement with my son / daughter as part of whole school commitment to e-Safety both in and out of school.

I understand that the school will take every reasonable precaution, including monitoring and filtering systems, to ensure that young people will be safe when they use the internet and ICT systems. I also understand that the school cannot ultimately be held responsible for the nature and content of materials accessed on the Internet.

I understand that my child's activity on the ICT systems will be monitored and that the school will contact me if they have concerns about any possible breaches of the Acceptable Use Policy.
I will encourage my child to adopt safe use of the internet and digital technologies at home and will inform the school if I have concerns over my child's e-Safety.

Name of child _____

Class _____

Signed (parent) _____

Date _____

KS2 Pupil Acceptable use Policy Agreement

These are the rules I agree to follow when using any digital technology:

I will ask permission from a teacher before using computing technology.

To protect myself and other pupils, if I see anything I am unhappy with or receive messages I do not like, I will immediately close the page and tell a teacher or adult.

I will not access other people's files or send pictures of anyone without their permission.

When I am using the Internet to find information, I will check that the information is accurate as I understand that the work of others may not be truthful.

Where work is protected by copyright, I will not try to download copies (including music and videos).

I will not bring a mobile phone or any other device into school without permission from the head teacher and I understand that this may be kept in possession of the head teacher.

I understand that the school may check my computer files and may monitor the Internet sites I visit.

If I am involved in incidents of inappropriate behaviour that involve members of the school community (e.g. cyber-bullying, using images/information without permission), the school will take action.

I understand that if I do not follow these rules I may not be allowed to use ICT in school and my parents/carers may be contacted.