



Computing and Online Acceptable Use Policy 2022

The aim of this Acceptable Use Policy is to ensure that pupils will benefit from learning opportunities offered by the schools' Internet resources in a safe and effective manner. Internet use and access is considered a school resource and privilege. Therefore, if the school AUP is not adhered to this privilege will be withdrawn and appropriate sanctions will be imposed.

It is envisaged that school and governor representatives will revise the AUP annually. Before signing, the AUP should be read carefully to ensure that the conditions of use are accepted and understood.

This version of the AUP was updated in September 2022.

School Strategy

The schools employ a number of strategies in order to maximise learning opportunities and reduce risks associated with the Internet. These strategies are as follows:

General

- The schools will regularly monitor pupils' Internet usage through the use of the County Monitoring system **Senso Cloud**. The Headteacher and the Computing lead will both receive weekly updates tracking children's internet use. Internet sessions will always be supervised by a teacher.
- Filtering software and/or equivalent systems will be used in order to minimise the risk of exposure to inappropriate material.
- Pupils and teachers will be provided with the appropriate training in the area of Internet safety by the computing lead, and appropriate external agencies.
- Uploading and downloading of non-approved software will not be permitted.
- Virus protection software will be monitored and updated on a regular basis.
- The use of personal memory sticks, CD-ROMs, or other digital storage media in school requires a teacher's permission.
- Pupils will treat others with respect at all times and will not undertake any actions that may bring the school into disrepute.

World Wide Web

- Pupils will not intentionally visit Internet sites that contain obscene, illegal, hateful or otherwise objectionable materials.
- Pupils must report to staff if they accidental access any inappropriate materials in accordance with school procedures.



- Pupils will use the Internet for educational purposes only (including Homework on the Doodle Platforms)
- Pupils will not copy information into class activities and fail to acknowledge the source (plagiarism and copyright infringement).
- Pupils will never disclose or publicise personal information.
- Downloading materials or images not relevant to their studies, is in direct breach of the schools' acceptable use policy.

Online Behaviour

School will teach our children to understand what acceptable and unacceptable behaviour online looks like through the computing and PSHE curriculum.

All stakeholders will:

- uphold the same standard of behaviour and honesty on and offline, including the importance of respect for others.
- recognise unacceptable behaviour in others.
- look at why people behave differently online, for example how anonymity (you do not know me) and invisibility (you cannot see me) affect what people do,
- look at how online emotions can be intensified resulting in mob mentality,
- Teach techniques (relevant on and offline) to defuse or calm arguments,
- consider unacceptable online behaviours (often passed off as so-called social norms or just banter) as unacceptable in our school. For example, negative language that can be used, and in some cases is often expected, as part of online gaming and the acceptance of misogynistic, homophobic and racist language that would never be tolerated offline.

School Website

- Pupils will be given the opportunity to publish projects, artwork or school work on the World Wide Web in accordance with clear policies and approval processes regarding the content that can be loaded to the school's website.
- The school website will be regularly checked to ensure that there is no content that compromises the safety of pupils or staff.
- Website using facilities such as guestbooks, noticeboards or weblogs will be checked frequently to ensure that they do not contain personal details.
- The publication of student work will be co-ordinated by a teacher.
- Pupils' work will appear in an educational context on Web pages with a copyright notice prohibiting the copying of such work without express written permission.
- The school will endeavour to use digital photographs, audio or video clips focusing on group activities. Content focusing on an individual student will not be published on the school website without the parental permission. Video clips may be password protected.
- Personal pupil information including home address and contact details will be omitted from school web pages.



- The school website will avoid publishing the first name and last name of individuals in a photograph.
- The school will ensure that the image files are appropriately named – will not use pupils' names in image file names or ALT tags if published on the web.
- Pupils will continue to own the copyright on any work published.

Personal Devices

Pupils will not be permitted to bring to school or use personal technology, for example mobile phones, on the school premises. Children will not be permitted to take unauthorised images with a still camera, as this is in direct breach of the school's acceptable use policy.

If technologies, such as mobile phones, are brought onto the premises then they are to be kept in a secure location by the class teacher until the end of the school day.

Legislation

The school will provide information on the following legislation relating to use of the Internet which teachers, students and parents should familiarise themselves with:

- Teaching online Safety in School Guidance Dfe 2019
- Data Protection (Amendment) Act 2003
- Child Trafficking and Pornography Act 1998
- Interception Act 1993
- Video Recordings Act 1989
- The Data Protection Act 1988

Support Structures

The schools will inform pupils and parents of key support structures and organisations that deal with illegal material or harmful use of the Internet.

Sanctions

Misuse of the Internet may result in disciplinary action, including written warnings, withdrawal of access privileges and, in extreme cases, suspension or expulsion. The school also reserves the right to report any illegal activities to the appropriate authorities.



Permission and Agreement Form

Please review the attached school Internet Acceptable Use Policy, sign and return this permission form to the Head Teacher.

School Name: Whittonstall and Broomley First School

Name of Pupil: _____ (Please print name)

Class/Year: _____

Parent/Guardian

As the parent or legal guardian of the above pupil, I have read the Acceptable Use Policy and grant permission for my son or daughter or the child in my care to access the Internet. I understand that Internet access is intended for educational purposes. I also understand that every reasonable precaution has been taken by the school to provide for online safety but the school cannot be held responsible if pupils access unsuitable websites.

I agree to supporting my child to use the internet respectfully, and support them to recognise appropriate and inappropriate behaviours online.

I accept the above paragraph I do not accept the above paragraph

(Please tick as appropriate)

In relation to the school website, I accept that, if the school considers it appropriate, my child's schoolwork may be chosen for inclusion on the website. I understand and accept the terms of the Acceptable Use Policy relating to publishing children's work on the school website.

I accept the above paragraph I do not accept the above paragraph

(Please tick as appropriate)

Signature: _____

Date: _____