

Southover CE Primary School

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Headteacher: *Noel Fadden*



Dear Parents and Guardians,

As part of their learning and development, your child will have the opportunity to access a wide range of digital technologies, including computers, tablets and iPads at school. We recognise the value of using these digital technologies and the potential risks involved and therefore have rigorous online safety policies and procedures in place which are available to read on our website.

In order to support us further in developing your child's knowledge and understanding about online safety, please read the agreements and discuss this with your child. We then ask that you sign and return the slip below. We understand that a child in R/1/2 is too young to give informed consent on their own; however, we feel it is good practice to involve them as much as possible in the decision-making process, and believe a shared commitment is the most successful partnership. We will talk about these rules in class each year to help support their online safety.

Hopefully, you will also find these rules provide an opportunity for further conversations between you and your child about safe and appropriate use of the online and digital technologies, both within and beyond the early years setting environment, such as at home or at a friend's home.

Yours sincerely

Noel Fadden

Head Teacher

Agreement for using school computers - YR12

Children can only use computers/tablets in school if this agreement has been made.

This agreement is intended to help our younger pupils understand:

- How to stay safe while using the internet and other digital technologies for educational, personal, and recreational use.
- That they must use school systems in a responsible way, to ensure that there is no risk to their own safety or to the safety and security of the systems and other users.
- That the Southover Acceptable Use Policy will help keep me safe and happy online.

This is how we stay safe when we use computers at school and at home:

- I will ask an adult if I want to use the computers / devices and will only use it when they are with me.
- I only click on online links and buttons when I know what they do. If I am not sure, I ask an adult first.
- I will only use activities that an adult has allowed me to use.
- I keep my personal information and passwords safe.
- I will be kind to others online when I am sending messages.
- I know Southover can see what I am doing online when I use school computers/tablets, including if I use them at home. I will ask for help from an adult if I am not sure what to do or if I think something has gone wrong.
- I will tell an adult if I see something that upsets me on the screen or if I am worried or unsure.
- I know that if I do not follow these rules, I might not be allowed to use the computers / devices.

Please tick the 'Agreement for using school computers - YR12' box on screen if you have talked this through with your child and you are both in agreement with it. Thank you

When working from home (remote learning) (when needed)

Online Learning Agreement

These expectations are in place to help keep me safe when I am learning at home if using Microsoft Teams, Google Meet etc.

- When taking part in a live lesson I understand that I must take part from somewhere appropriate at home (not in my bedroom) with limited distractions and I must wear appropriate clothing.
- I understand that my teachers may mute my microphone and I should wait for them to unmute it rather than unmuting it myself.
- I understand that I should only communicate with my teacher through pre-arranged live lessons or using school email.
- I will not record teacher audio or video presentations, nor will I take screenshots or photos of teachers or other pupils or anyone else involved in a live lesson.
- I will not share or distribute any of the teacher presentations and online teaching resources.
- I will not change or edit any of the teaching resources made available except for my own personal use.
- I will not take, use, share, publish or distribute images of others without their permission.
- I will not share any access links to these remote learning sessions with others.
- I understand that I must behave online as I would in a classroom.
- I will only use the chat feature for work related discussions.
- I have read and talked about these rules with my parents/carers.
- I understand that if I do not follow this agreement, I may not be allowed to use the internet at Southover or take part in online learning through Southover School.

Please tick the box on screen if you have talked this through with you child are you are both in agreement with it. Thank you