



Pontyclun Primary School 'Parent/Carer acceptable use agreement' for access to the internet and digital technology systems within school

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Digital technologies have become integral to the lives of children and young people, both within school and outside school. These technologies provide powerful tools, which create new opportunities for everyone. They can stimulate discussion, promote creativity and stimulate awareness of context to promote effective learning. Young people should have an entitlement to safe internet access at all times.

This acceptable use policy is intended to ensure that:

- young people will be responsible users and stay safe while using the internet and other digital technologies for educational, personal and recreational use
- school systems and users are protected from accidental or deliberate misuse that could put the security of the systems and users at risk
- Parents and carers are aware of the importance of online safety and are involved in the education and guidance of young people with regard to their online behaviour.

The school will try to ensure that learners will have good access to digital technologies to enhance their learning and will, in return, expect the learners to agree to be responsible users.

The **'Pupil Learner acceptable use agreement'** is shown below, so that parents/carers will be aware of the school expectations of the young people in their care.

The school will discuss the acceptable use agreement with all pupils and they will receive online safety education to help them understand the importance of safe use of technology and the internet – both in and out of school.

Please can you also read this with/to your child and tick to confirm this has been done.

'Pupil Learner acceptable use agreement'

This is how we stay safe when we use digital devices in school (computers/laptops; chromebooks and or iPads):

I will ask a teacher or another adult from the school if I want to use one of the digital devices.

I will only use activities that a teacher or another adult from the school has told or allowed me to use.

I will take care of the digital devices and other equipment.

I will ask for help from a teacher or another adult from the school if I am not sure what to do or if I think I have done something wrong.

I will tell a teacher or another adult from the school if I see something that upsets me on the screen.

I know that if I break the rules, I might not be allowed to use one of the digital devices.

As the parent/carer of the learner named below:

I understand that the school will take every reasonable precaution, including applying monitoring and filtering systems, to ensure that young people will be safe when they use the internet and digital technology systems. I also understand that the school cannot ultimately be held responsible for the nature and content of materials accessed on the internet and using mobile technologies. I understand that my child's activity on the digital technology systems will be monitored and that the school will contact me if they have concerns about any possible breaches of the acceptable use agreement.

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 online safety.

I give consent for my child to have access to the internet and to digital technology systems at school and give my support in this important aspect of the school's work. I have read the 'Pupil Learner acceptable use agreement' with/to my child.

Please tick below, thank you

Yes

No

Child's name: _____

Child's class/teacher: _____

Parent/carer name: PRINT (Please note you must have parental responsibility for the child)

Parent/carer name: SIGN

Date:

Use of Google Drive Cloud System

The school uses Google Drive for learners and staff.

The following services are available to each learner as part of the school's online presence in Google Drive.

Using Google Drive will enable your child to collaboratively create, edit and share files and websites for school related projects. These services are entirely online and available 24/7 from any internet-connected computer.

The school believes that use of the tools significantly adds to your child's educational experience and parents/carers are requested to click below to allow your child to have access to and use this service.

I give consent for my child to have access to and use the Google Drive Cloud System at school/home

Please tick below, thank you

Yes

No

Pontyclun Primary School is collecting personal data by issuing this form. This information will be used and shared in line with our school attendance privacy policy (which can be found on our school website at www.pontyclunprimary.org.uk) The school will keep these forms in a locked cabinet in the school office and or the school's secure server. Office staff, class teachers and school management will have access to these forms. We hold personal data in line with the guidance set out in the retention schedule, contained within the IRMS Toolkit for schools and following the retention period expiry, information will be destroyed securely and permanently.

Should you wish to withdraw permission at any time, please can this be put in writing to the school office, thank you.