

# Parent/Carer Acceptable Use Agreement at South Petherton Junior School

## Parent/Carer Acceptable Use Agreement Template

Digital technologies have become integral to the lives of children and young people, both within schools and outside school. These technologies provide powerful tools, which open up 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:

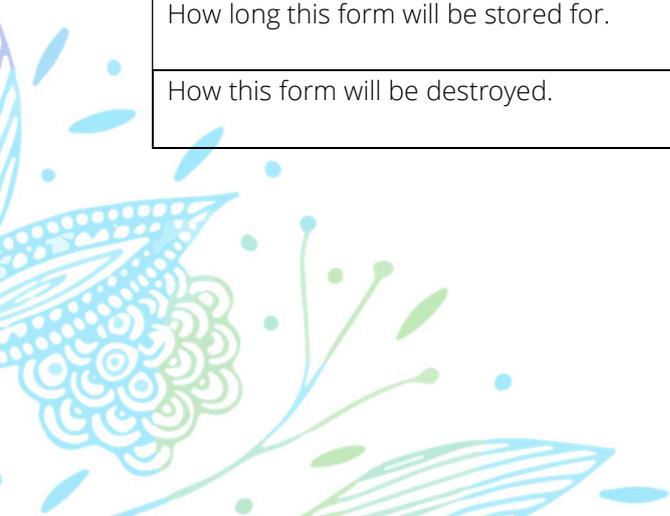
- that young people will be responsible users and stay safe while using the internet and other communications technologies for educational, personal and recreational use.
- that school systems and users are protected from accidental or deliberate misuse that could put the security of the systems and users at risk.
- that 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 on-line behaviour.

The school will try to ensure that *pupils* will have good access to digital technologies to enhance their learning and will, in return, expect the *pupils* to agree to be responsible users. A copy of the *pupil* acceptable use agreement is published on our school website so that parents/carers are aware of school expectation.

Parents are **requested to sign the permission form** to show their support of the school in this important aspect of the school's work. If you are not happy, we will accommodate your preferences – you may change your mind at any time by emailing us ([sch.308@educ.somerset.gov.uk](mailto:sch.308@educ.somerset.gov.uk))

As the school is collecting personal data by issuing this form, we would like to confirm the following:

This form (electronic or printed)	Printed
Who will have access to this form.	School staff
Where this form will be stored.	Locked individual pupil file
How long this form will be stored for.	During length of time at SPJS
How this form will be destroyed.	Shredded upon transfer to another school



## Permission Form

Parent/Carers Name: .....

Pupil Name: .....

As the parent/carer of the above *pupil*, I give permission for my son/daughter to have access to the internet and to ICT systems at school.

*I know that my son/daughter has signed an acceptable use agreement and has received, or 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.*

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 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 son's/daughter's activity on the 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.

Signed: .....

Date: .....

## Use of Digital/Video Images

The use of digital/video images plays an important part in learning activities. *Pupils* and members of staff may use digital cameras to record evidence of activities in lessons and out of school. These images may then be used in presentations in subsequent lessons.

Images may also be used to celebrate success through their publication in newsletters, on the school website and occasionally in the public media. Where an image is publicly shared by any means, only your child's first name will be used.

The school will comply with the Data Protection Act and request parent's/carers permission before taking images of members of the school. We will also ensure that when images are published that the young people cannot be identified by the use of their names.

In accordance with guidance from the Information Commissioner's Office, parents/carers are welcome to take videos and digital images of their children at school events for their own personal use (as such use is not covered by the Data Protection Act). To respect everyone's privacy and in

some cases protection, these images should not be published/made publicly available on social networking sites, nor should parents/carers comment on any activities involving other *pupils* in the digital/video images. However, due to safeguarding and permissions, the school may state that certain events cannot be photographed; thank you for your support and understanding.

Parents/carers are requested to sign the permission form below to allow the school to take and use images of their children and for the parents/carers to agree.

As the school is collecting personal data, we would like to confirm the following:

The data (electronic or printed)	Digital images
Who will have access to this	The images may be published on the school website, school TV within the Hall Foyer and local newspapers
Where will they be stored.	Images will be stored within the Public drive of the school server
How long will they be stored for.	Images will be stored during the length of the pupil's time at the school
How will they be destroyed.	Images will be deleted upon transfer to another school  (Nb: If images are still to be used on the school website, parental permission will be sought upon departure from the school)

### Digital/Video Images Permission Form

Parent/Carers Name:.....Pupil Name:.....

As the parent/carer of the above student/pupil, I agree to the school taking digital/video images of my child:	
<ul style="list-style-type: none"> <li>to support learning activities (internal school use)</li> </ul>	Yes/No
<ul style="list-style-type: none"> <li>in publicity that reasonably celebrates success and promotes the work of the school eg. local newspapers, school website (external use)</li> </ul>	Yes/No
<ul style="list-style-type: none"> <li>in contractor use for my purchase (if chosen) eg. Tempest photographer</li> </ul>	Yes/No
<ul style="list-style-type: none"> <li>I agree that if I take digital or video images at, or of school events which include images of children, other than my own, I will abide by these guidelines in my use of these images.</li> </ul>	Yes/No

Signed: .....

Date: .....

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