



**St Mary of the Angels Catholic Primary School
Acceptable Use Policy for Online safety (Parents)**



Internet and ICT: As the parent or legal guardian of the pupil(s) named below, I grant permission for the school to give my *daughter / son* access to:

- the Internet at school
- the school's chosen email system
- the school's recommended software packages
- ICT facilities and equipment at the school including passwords linked to safe sites and the school class page (ESchools).



I accept that ultimately the school cannot be held responsible for the nature and content of materials accessed through the Internet and mobile technologies, but I understand that the school takes every reasonable precaution to keep pupils safe and to prevent pupils from accessing inappropriate materials.



I understand that the school can, if necessary, check my child's computer files and the Internet sites they visit at school and if there are concerns about my child's e-safety or e-behaviour they will contact me.



Use of digital images, social media and photography/ videos: I understand the school has a clear policy on Online Safety, the use of Social Media, a Code of Conduct, Acceptable Use Policies for children and for staff, and the school's Behaviour Policy, also and I support these.



I understand that the school will necessarily use photographs of my child or include them in video material to support learning activities. These will be preceded by a request for my written permission on entry to the school. I understand it is my responsibility to change that or update it, via the School Office if mine or my child's circumstances change.



I accept that the school may use photographs / video that includes my child in publicity that reasonably promotes the work of the school, or for videos that are made available via the school website/closed Twitter account, and for no other purpose. As above, these will be preceded by a request for my written permission on entry to the school. I understand it is my responsibility to change that or update it, via the School Office if mine or my child's circumstances change



I will not take and then share online, photographs of other children (or staff) at school events without permission.



I understand that the school takes any inappropriate behaviour seriously and will respond to observed or reported inappropriate or unsafe behaviour.



I will support the school by promoting safe use of the Internet and digital technology at home. I will inform the school if I have any concerns.



My daughter / son name(s): _____

Parent / guardian signature: _____

Date: _____

You will not be required to renew this Agreement on an annual basis. This will only be required if changes to the Agreement occur.



Further guidance on the use of digital images and video (parents)

To comply with the GDPR and the Data Protection Act 1998, we need your permission before we can photograph or make recordings of your daughter / son.

We follow the following rules for any external use of digital images:

If the pupil is named, we avoid using their photograph.

If their photograph is used, we avoid naming the pupil.

Where showcasing examples of pupils work we only use their first names, rather than their full names.

If showcasing digital video work to an external audience, we take care to ensure that pupils are not referred to by name on the video, and that pupils' full names are not given in credits at the end of the film.

Only images of pupils in suitable dress are used.

Staffs are not allowed to take photographs or videos on their personal equipment, without prior consent. They are also required to remove these and not store them, once they have been tweeted or added to the relevant video showcase, via social media.

Examples of how digital photography and videos may be used at school include:

- Your child being photographed (by the class teacher or teaching assistant) as part of a learning activity;
e.g. taking photos or a video of progress made by a child, as part of the learning record, and then sharing with their parent / guardian/ on the school class page (only accessible via a password) on the school website anonymously or as part of a class, or on our closed twitter account.
- Your child's image being used for presentation purposes around the school;
e.g. in class or wider school wall displays/ video clips or PowerPoint® presentations.
- Your child's image being used in a presentation about the school and its work in order to share its good practice and celebrate its achievements, which is shown to other parents, schools or educators;
e.g. within a secure youtube video, available only by invitation, evidencing good practice in class
- In rare events, your child's picture could appear in the media if a newspaper photographer or television film crew attends an event.

Note: If we, or you, actually wanted your child's image linked to their name we would contact you separately for permission, *e.g. if your child won a national competition and wanted to be named in local or government literature.*

The use of social networking and on-line media is detailed in our Social Media Policy available on our school website. It promotes the 3 common approaches to online behaviour which we trust parents will also share with their children.

These are: **Common courtesy, Common decency and Common sense. We look forward to your full co-operation in our digital, safe, online journey with your child at the centre of all that we do.**