

Blended Learning Acceptable Use Agreement – Parental Information

As part of our blended learning offer, pupils may be required to access Zoom, Seesaw, Tapestry, Times Table Rockstars and any other apps or websites deemed appropriate by the school. Your child may access these via a school iPad (either in school or where the school has loaned an iPad) or through a home device. **This letter sets out the conditions for acceptable use, whether in school or learning elsewhere.**

Protecting school iPads

If you have a school iPad and it is damaged, lost or stolen, please immediately inform the school office. Please keep this equipment in good condition, treating it as you would your own, and return it to the school, when requested, in the same condition. As per our iPad loan agreement (shared previously), **there will be a £50 charge for any repairs required as a result of damage incurred.**

Please make sure your child takes the following measures to protect the device:

- Keep the device in a secure place when not in use.
- Don't leave the device in a car or on show at home.
- Don't eat or drink around the device.
- Don't lend the device to siblings or friends.
- Don't leave the equipment unsupervised in unsecured areas.

Unacceptable use

Please ensure that your child does not carry out any activity that constitutes 'unacceptable use'.

This includes, but is not limited to the following:

- Using ICT or the internet to bully or harass someone else, or to promote unlawful discrimination.
- Any illegal conduct, or statements which are deemed to be advocating illegal activity.
- Activity which defames or disparages the school, or risks bringing the school into disrepute.
- Causing intentional damage to ICT facilities or materials.
- Using inappropriate or offensive language.
- Accessing any materials or sites which are not age-appropriate.

Personal use

Your child should only use this device for educational purposes and not for personal use.

Supervision

When children are learning at home, the parents are responsible for supervising their child, including safe use of the internet. Please ensure that you have the appropriate parental controls in place.

Zoom

Children must not take screenshots or record sound or images from Zoom sessions.
Children must turn on cameras (unless given prior permission from teachers).
Children must mute themselves and turn on their microphone when asked by a teacher.
Children must behave appropriately whilst in zoom sessions.

Useful weblinks

Setting up parental controls with the main 4 internet providers - <https://www.saferinternet.org.uk/advice-centre/parents-and-carers/parental-controls-offered-your-home-internet-provider>

NSPCC parental controls on internet connected devices - <https://www.nspcc.org.uk/keeping-children-safe/online-safety/parental-controls/>

NSPCC talking to your child about keeping safe online - <https://www.nspcc.org.uk/keeping-children-safe/online-safety/talking-child-online-safety/>

Blended Learning Acceptable Use Agreement – Pupil Information

- I will look after the equipment I am using (iPad, phone, etc.)
- I understand that school iPads should only be used for schoolwork, not personal use.
- I will make sure that all IT contact with other children and adults is responsible, polite and sensible.
- I will not deliberately look for, save or send anything that could be unpleasant or nasty. If I accidentally find anything like this, I will tell an adult immediately.
- I will not give out my own details, such as my name, phone number or home address.
- I will not arrange to meet anyone that I have met online.
- I will only use the apps or websites my teacher has asked me to use.
- I will not deliberately upload or add any images, video, sounds or text that could upset any member of the school.
- I will not take screenshots or record sounds or images from Zoom sessions.
- I will 'look like a learner' in Zoom sessions and behave appropriately.
- I will turn on my camera (unless my teacher has given me permission not to).
- I will mute my microphone so that everyone can hear the teacher.
- I know that my use of IT can be checked and that school and parents will speak to each other if there are any concerns.
- I will be responsible for my behaviour when using IT because I know the rules are to keep me safe.

In allowing your child to access online learning set by the school, you are agreeing that they will follow this acceptable use agreement. It is your responsibility to ensure that they understand what is acceptable.

Thank you for your support in keeping all our children safe.

Yours faithfully,

Mrs Christina Zanelli
Headteacher