



Parents / Carers Acceptable Use Agreement 2024-2025

Digital technologies have become integral to the lives of children and young people, both within schools and outside school. These technologies provide powerful tools that open up new opportunities for everyone. They can stimulate discussion, promote creativity and support effective learning. In an ideal world, young people should always have an entitlement to safe internet access.

This Acceptable Use Agreement is intended to ensure:

- that young people at Sir Francis Hill Primary School 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

General Aims:

At Sir Francis Hill Primary School, we will aim to ensure that children will have good access to digital technologies to enhance their learning and will, in return, expect the pupils to agree to be responsible users. Full guidance and support will be given to pupils when using devices and other hardware and software in school, and appropriate guidance in their safe use is always given. This is part of learning in our Computing curriculum.

As the parent / carer of a pupil at Sir Francis Hill Primary School, you give permission for your child to have access to the internet and to IT / Computing systems at school. Children all receive on-going and comprehensive online safety education to help them understand the importance of safe use of technology and the internet – both in and out of school.

Sir Francis Hill Primary 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 ICT systems. That said, the school cannot ultimately be held responsible for the nature and content of materials accessed on the internet and using mobile technologies.

All activity, both by children and adults, on the systems in school will be monitored and the school will contact parents if they have concerns about any possible breaches of the Acceptable Use Agreement. Staff can check your child's online files, and the internet sites that they visit and if they have concerns about their online safety, e-behaviour or general safeguarding issues, they will contact a member of our school's Safeguarding team. They may seek advice from Children's Services if it is deemed a Safeguarding concern.

We ask that parents encourage their children to adopt safe use of the internet and digital technologies at home and that you inform the school if you have concerns over your child's online safety. We are happy to offer help and guidance, as well as educational resources, should you require them, as we consider this element of children's safeguarding a critical part of our responsibilities. We also ask that parents / carers support school, we take a zero-tolerance policy with regard to cyber-bullying which applies both in and out of school. All incidents will be dealt with on a case-by-case basis in line with the school's Child Protection and Safeguarding Policy.

Use of Digital / Video Images:

The use of digital / video images plays an important part in learning activities. Children and members of staff may use school-owned digital camera devices 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, for example on our X feed (Twitter), [@sirfrancishill](https://twitter.com/sirfrancishill).

The school will comply with the Data Protection Act and request parent / carer permission before taking images of members of the school. Permission forms to allow the school to take and use images of your children for the purposes listed above are issued separately, on your child's enrolment in school. This permission will be recorded on our school system, Arbor. 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 **own 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 the child's protection and safeguarding, these images should not be published or made publicly available on social networking sites, nor should parents/carers comment on any activities involving other pupils in the digital/video images.**

It should also be noted that parents / carers should not make comments about other children / parents / staff in the school on social media. If at any time you have any concerns about your child or the behaviour of another child / parent, it is expected that you will come into school to report this, especially if it constitutes a safeguarding concern. It is not useful to place comments about other children / parents and carers on social media, we would much prefer this to be dealt with by the school. We are requesting that you respect the privacy of the school community (children, staff, governors, other parents and any other stakeholders) when publishing material online, particularly where there may be issues of data and confidentiality.

Parents / Carers are not required to sign a permission form to show their support of the school in this important aspect of its work, but assent and agreement is assumed by the school, unless this is questioned in writing or via email to admin@sfh.lincs.sch.uk with the email title of *"FAO: Mr Fish-Clark AUP Comments"*.

Should you have any questions or queries in any way with the school's Acceptable Use Agreement, please contact Mr Fish-Clark (Designated Safeguarding Lead).

