Parents / Carers Acceptable Use Agreement

2026-2027

Digital technologies are an integral part of children's lives, both in school and beyond. They provide powerful opportunities to communicate, create, explore and learn. Young people should have access to digital technologies in an environment that supports safe, responsible and appropriate use.

This Acceptable Use Agreement is intended to ensure:

- Pupils at Sir Francis Hill Primary School use the internet, digital technologies and online services safely and responsibly;
- School systems, devices and users are protected from accidental or deliberate misuse that could put security, privacy or safeguarding at risk;
- Parents and carers understand the importance of online safety and support children in developing safe and responsible online behaviour.

Our commitment

At Sir Francis Hill Primary School, pupils have access to digital technologies to enhance their learning. As part of their education, pupils will use the internet and the school's digital and computing systems. They will receive appropriate guidance and support when using devices, software and online services, including ongoing online-safety education through the Computing curriculum and wider safeguarding work.

How we help to keep children safe online

The school takes reasonable precautions to support safe use of technology. Appropriate filtering and monitoring systems, including Securly, are used to help minimise the risk of pupils accessing inappropriate or harmful online content. Online activity on school systems and devices may be monitored as part of the school's safeguarding and security responsibilities.

No filtering or monitoring system can remove every online risk. Authorised staff may access or review school files, device usage or online activity where appropriate for educational, safeguarding, security or operational purposes. If concerns arise about online safety, behaviour or safeguarding, these will be referred to the school's Safeguarding Team and, where necessary, advice or support may be sought from Children's Services and other relevant safeguarding agencies.

The school will contact parents or carers where there are concerns about a possible breach of this Acceptable Use Agreement or about a child's online safety.

How parents and carers can help

We ask parents and carers to encourage safe, kind and responsible use of the internet and digital technologies at home, and to contact the school if they have concerns about their child's online safety. The school is happy to provide advice, guidance and signposting to trusted online-safety resources where appropriate.

Parents and carers are encouraged to talk with their children about a range of online-safety issues, including cyberbullying, inappropriate content, contact from unknown individuals, online scams, misinformation, disinformation, excessive screen use and the responsible use of artificial intelligence tools.

The school takes all reports of cyberbullying seriously, including incidents that take place outside school where they have an impact on pupils' wellbeing, safety or school life. Incidents will be considered on a case-by-case basis and dealt with appropriately in line with the school's relevant behaviour, safeguarding and child protection policies.

Artificial Intelligence (AI)

Children may only use artificial intelligence (AI) tools or AI-enabled services in school when approved by the school and under appropriate staff supervision. Pupils will be taught to use AI safely, responsibly and critically, including understanding that AI-generated content may be inaccurate, misleading or biased. Pupils will also be taught not to share personal, confidential or sensitive information when using AI tools and to report any concerns about harmful or

inappropriate AI-generated content. Parents and carers are encouraged to discuss the safe and responsible use of AI-powered apps and services at home.

Use of digital images and video

Digital images and video play an important part in learning and in celebrating pupils' achievements. Children and staff may use school-owned devices to record evidence of learning and school activities. Images may be used in lessons and, where appropriate permission has been obtained, may also be used in newsletters, on the school website, on the school's social media accounts or in other publicity.

The school will handle photographs and video in accordance with UK GDPR, the Data Protection Act 2018 and the school's Data Protection Policy. Permission for the school's use and publication of images is sought separately when a child joins the school and is recorded on Arbor. The school will use images and identifying information only in accordance with the permissions held for the child.

Parents and carers may take photographs or video of their own children at school events for personal use where the school permits photography. To protect the privacy and safeguarding of others, images or videos containing other pupils should not be published or shared publicly without appropriate permission. Parents and carers should not identify or comment publicly about other pupils shown in such images.

Social media, privacy and confidentiality

Parents and carers are asked to respect the privacy and confidentiality of all members of the school community when using social media or other online platforms. Concerns about pupils, parents/carers, staff or school matters should be raised directly with the school rather than discussed publicly online, particularly where safeguarding, confidentiality or personal information may be involved. Parents and carers are encouraged to support age-appropriate use of social media, online games and messaging services and to make use of parental controls where appropriate. Where concerns are identified that relate to a child's safety or wellbeing, the school may share information with relevant agencies in accordance with safeguarding, child protection and data-protection requirements.

The school will process personal data in accordance with UK GDPR, the Data Protection Act 2018 and the school's Data Protection Policy.

Pupils and families are encouraged to report any online-safety concerns, inappropriate contact or harmful content to the school as soon as possible.

This agreement should be read alongside the school's Child Protection and Safeguarding Policy, Behaviour Policy, Online Safety Policy, Data Protection Policy, which are available on the school website.

Supporting this agreement

This agreement sets out the school's expectations for the safe and responsible use of digital technologies and online services. Parents and carers are asked to support these expectations and discuss safe and responsible technology use with their child. Separate consent will be sought where required, for example in relation to the use and publication of photographs and video.

If you have any questions about this Acceptable Use Agreement, please contact the school Safeguarding Team.

Email: admin@sfh.lincs.sch.uk

SIR FRANCIS HILL
PRIMARY SCHOOL