

# West Borough Primary School & Nursery Parent/Carers Acceptable Use of Technology Policy 2020

1. I have read and discussed the Acceptable Use Agreement (attached) with my child and understand that the Acceptable Use Policy will help keep my child safe online.
2. I know that my child will be provided with internet access and will use a range of IT systems including tablets, laptops and cloud computing in order to access the curriculum and be prepared for modern life whilst at West Borough Primary School & Nursery.
3. I understand that the Acceptable Use Policy applies to my child's use of West Borough Primary School & Nursery devices and systems on site and at home, and personal use where there are safeguarding and /or behaviour concerns.
4. I am aware that any use of West Borough Primary School & Nursery devices and systems may be monitored for safety and security reasons to keep my child safe and to ensure policy compliance. This monitoring will be proportionate and will take place in accordance with data protection (including GDPR), privacy and human rights legislation.
5. I am aware that the school/setting mobile technology policy states that my child cannot use a personal device and mobile technology on site. If your child is in year 5 or year 6 they may bring in a mobile phone. This must be switched off and stored in the safe designated area during the day. I have read the rules for mobile phone usage which are in the West Borough Mobile Phone and Social Media Policy and must be followed. I understand that personal devices are only permitted for special events and occasions as notified by the class teacher.
6. I understand that my child needs a safe and appropriate place to access remote learning if West Borough Primary School & Nursery is closed in response to Covid-19. I will ensure my child's access to remote learning is appropriately supervised. When accessing video learning, I will ensure they are in an appropriate location and that they are suitably dressed. I am aware that my child 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.
7. I understand that West Borough Primary School & Nursery will take every reasonable precaution, including implementing appropriate monitoring and filtering systems, to ensure my child is safe when they use the school and nursery devices and systems. I understand that the school and nursery cannot ultimately be held responsible for the nature and content of materials accessed on the internet or if my child is using mobile technologies.
8. I with my child, am aware of the importance of safe, online behaviour and will not deliberately upload or add any images, videos, sounds or text that could upset, threaten the safety of or offend any member of the West Borough Primary School & Nursery community.
9. I understand that the school or nursery will contact me if they have concerns about any possible breaches of the Acceptable Use Policy or have any concerns about my child's safety.

10. I will inform West Borough Primary School & Nursery of other relevant organisations if I have concerns over my child's or other members of the school & nursery communities' safety online.
11. I know that my child will receive online safety education to help them understand the importance of safe use of technology and the internet – both in and out of the school and nursery.
12. I understand and will support West Borough Primary School & Nursery's safeguarding policies and online safety approaches. I will use appropriate parental controls and will encourage my child to adopt safe use of the internet and other technology at home, as appropriate to their age and understanding.
13. I understand that that a partnership approach to online safety is required. I understand that if I or my child do not abide by the West Borough Primary School & Nursery AUP, appropriate action will be taken. This could include sanctions being applied in line with the school policies and if a criminal offence has been committed the police being contacted.
14. I know that I can speak to the Designated Safeguarding Lead (Mrs Crittenden, Mrs Edinburgh, Mrs Martin & Mrs Burtwell), my child's teacher or the Head Teacher, Mrs Crittenden if I have any concerns about online-Safety.
15. I will visit the school website:  
<http://www.west-borough.kent.sch.uk/parents-and-carers/esafety> for more information about the school's approach to e-Safety as well as to access useful links to support both myself and my child in keeping safe online at home.
16. I will support the school and my child by role modelling safe and positive online behaviour (such as sharing images, text and video responsibly) and by discussing online safety with them when they access technology at home.
17. I together with my child, will not deliberately upload or add any images, video, sounds or text that could upset, threaten the safety of or offend any member of the school community.

**I have read, understood and agree to comply with the West Borough Primary School & Nursery Parent /Carers Acceptable Use of Technology Policy.**

**I have read and discussed the Pupil Acceptable Use Agreement with my child.**

Child's Name.....

Class.....

Parent's Name.....

Parent's Signature.....

Date.....

## Early Years Pupil Acceptable Use Agreement

*I understand that the West Borough Acceptable Use Policy will help keep me safe and happy online. This policy applies to the use of all school devices including tablets, laptops, cloud computing and learner owned devices.*

- I only use the internet when an adult is with me.
- I only click on links and buttons when I know what they do.
- I only search using a safe search site my adult shows me how to use.
- I will keep information about me and my passwords safe.
- I only send messages online which are polite and friendly.
- I will stay on the website an adult sends me to use.
- I know the school and nursery can see what I am doing online when I use the school and nursery computers and tablets, including when I am at home.
- I have read and talked about these rules with my parents/carers
- I always tell an adult/teacher if something online makes me feel upset, unhappy or worried.
- I can visit [www.thinkuknow.co.uk](http://www.thinkuknow.co.uk) to learn more about keeping safe online.
- My school website has a link to more information if I am worried about anything online.
- I know that if I do not follow the rules then I will get a consequence.
- If I continue to behave irresponsibly then my parents/carers will hear from my teacher or a member of SLT.
- I have read and talked about these rules with my parents/carers.