Rainhill St Ann's CE Primary School
View Road, Rainhill, Merseyside, L35 OLQ
Tel 0151 426 5869, www.rainhillstanns.co.uk
Twitter: @StAnnsRainhill
Headteacher: Mrs Laura Rynn

Always our best for God, each other and ourselves.

ACCEPTABLE USER POLICY – PUPILS & PARENTS

Dear Parents/ Carers

Following a review of the Three Saints Academy Trust Acceptable User Policy, we are renewing all pupil and parental permissions for internet usage.

In school, as part of our curriculum, pupils have supervised access to computers and devices that have access to the internet. Use of the internet is permitted and encouraged where such use supports the goals and objectives of the Three Saints Academy Trust. Access to the internet is a privilege and all users must adhere to the policies concerning device, email and internet usage in line with the Data Protection Act 2018. Access to the internet will enable pupils to explore a vast library of information to allow them to discover new things, while exchanging messages with other internet users. In addition to staff guiding pupils towards appropriate content, web filtering software is installed on the school's computing technology to restrict the websites and content that pupils have access to. However, there is still the potential that pupils may find ways to access inappropriate and undesirable material. Parents/carers should be warned that some material accessible via the internet may contain items that are illegal, defamatory, inaccurate or potentially offensive to some people. And whilst school believes the benefits to pupils from access to the internet, in the form of information, resources and opportunities for collaboration, far exceed any disadvantages, we respect each parent/carer's right to decide whether or not to give their permission for access.

This Acceptable User Policy applies to all pupils and parents/ carers. Violation of this policy could result in serious consequences and/or legal action. Pupils and parents/ carers are required to confirm that they have understood and agree to abide by the Rules for Responsible Internet Use (below). *Although the pupil and parent/ carer permission slips can be seen at the end of this policy, for ease, pupils and parents/carers will be able to complete this via a survey which will be sent by text to parent/ carer mobile phones.*

Rules for Responsible Internet Use by Pupils (both in school and during remote learning)

These rules will keep everyone safe and ensure everyone is treated fairly and with respect.

1. I will use the internet responsibly.
2. In school I will only search for content appropriate and relevant to my lessons.
3. I understand that information I compose, send and receive, as well as saved work and the internet sites I visit via my Three Saints account belongs to the trust and can be checked by others as necessary.
4. I understand my internet activity is monitored.
5. I will only communicate with school staff and pupils using the appropriate communications system (MSTEAMS)
6. I will not access other people's files.
7. I will use school devices for school work and homework only.
8. I will not bring USB memory sticks into school without permission.
9. I will only communicate via the internet with people I know or my teacher has approved.
10. Messages (text or images) I send will be polite and sensible.
11. I will not share personal information e.g. my home address, phone number, login details, unless my parent/ carer or teacher has given permission.
12. To help protect other pupils and myself, I will tell a teacher if I see anything that I am unhappy with or I receive a message I do not like.

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Rules relating to Online Lessons for Pupils & Parents/ Carers

1. Pupils should follow staff instructions regarding the switching on and off of cameras, and muting and unmuting of microphones.
2. Pupils will only have their camera on, if they have parental permission to do so (separate consent to be given via Arbor)
3. Pupils and any visible household members must wear suitable clothing.
4. Devices should be used in appropriate areas, and inappropriate backgrounds should be blurred.
5. The language of pupils and household members who may be heard should be appropriate to a primary school context.
6. Pupils and parents should not record, download or upload online lessons. Live lessons remain the property of the school.

If a pupil or parent/ carer is unsure about what constitutes as acceptable internet usage, then they should ask school for further guidance and clarification.

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Pupil & Parent Consent & Compliance

This Consent and Compliance reply slip is for information only, and parents/ carers will receive this in the form of a survey sent by text, for ease of completion and return.

Name of Pupil ……………………………………………………………………………………………….. Class…………. ……………………………………

Pupil Consent:

As a school user of the internet, I agree to comply with the Rules for Responsible Internet Use. I will use the network in a responsible way and observe all the restrictions explained to me by the school.

Pupil's signature ……………………………………………………………………………………………. Date …………………………………………

Parent/ Carer Consent:

- I understand and will abide by this Acceptable User Policy. I further understand that should I commit any violation of this policy, appropriate legal action may be taken.
- I agree for my child to have an email account, be connected to the internet and be able to use the school's ICT resources and systems.
- I understand that my child will be held accountable for their own actions.
- I understand that some materials on the Internet may be objectionable and I accept responsibility for setting standards for my child to follow when selecting, sharing and exploring information and media.

Parent/ Carer Signature ……………………………………………………………………………………. Date ………………………………………