

# Woodford Valley C of E Primary Academy

Dear Parents

## **Responsible Internet Use**

As part of your child's curriculum and the development, they will have opportunity to access a wide range of Computing resources, including supervised access to the Internet. We recognise the important contribution and value such resources play in promoting children's learning and development, however, there are potential risks involved. We therefore have rigorous online safety policy and procedures in place and have taken positive steps to reduce this risk in school. Our school Internet provider; Oakford Technology operates a filtering system that restricts access to inappropriate materials.

On reviewing our e-safety policy and acceptable use of the internet guidelines, we would like to request that you read this information. We also provide useful links on our website regarding safe use of the internet and technology. In order to support us further in developing your child's knowledge and understanding about online safety, please read the following rules with your child. We then ask that you and your child 'sign' and return the attached slip. Even though your child maybe too young to give informed consent on his/her own, we feel it is good practice to involve them as much as possible in the decision making process, and believe a shared commitment is the most successful partnership.

Whilst every endeavour is made to ensure that suitable restrictions are placed on the ability of children to access inappropriate materials, the school cannot be held responsible for the nature or content of materials accessed through the Internet. The school will not be liable for any damages arising from your child's use of the Internet facilities.

Full details of the Acceptable Use Policy and Internet Policy are available on request. Should you wish to discuss any aspect of Internet use please arrange an appointment to do so.

Yours sincerely

Miranda Naish  
Computing Co-ordinator

# Parental consent form for use of pupil media

At Woodford Valley Academy we take the issue of child safety very seriously, and this includes the use of images / sound files and video of pupils. Including images of pupils in school publications and on the school website can be motivating for the pupils involved, and provide a good opportunity to promote the work of the school. However, schools have a duty of care towards pupils, which means that pupils must remain unidentifiable, reducing the risk of inappropriate contact, if images are used in this way.

We ask that parents consent to the school taking and using photographs and images of their children. Any use of pupil images at Woodford Valley Academy is underpinned by our internet safety policy. We will never include the full name of the pupil alongside an image.

Please complete, sign and return this form to the office at Woodford Valley Academy.

I consent to photographs and digital media of the child named below, appearing in Woodford Valley Academy printed publications or on the school website. I understand that the images will be used only for educational purposes and that the identity of my child will be protected. I also acknowledge that the images may also be used in and distributed by other media, such as CD-ROM, as part of the promotional activities of the school.

**Name of child:** .....

**Name of parent or guardian:** .....

**Address:** .....

.....

.....

**Signature:** .....

**Date:** .....

## **Responsible Internet Use**

**We use the school computers and Internet connection for learning. These rules will help us to be fair to others and keep everyone safe.**

- **I will ask permission before using the Internet.**
- **I will use only my class network login and password, which I will keep secret.**
- **I will not look at or delete other people's files.**
- **I will not bring removable discs into school without permission.**
- **I will not use Internet chat.**
- **If I see anything I am unhappy with or I receive messages I do not like, I will tell a teacher immediately.**
- **I know that the school may check my computer files and may monitor the Internet sites I visit.**
- **I understand that if I deliberately break these rules, I may not be allowed to use the Internet or computers.**

The school may exercise its right by electronic means to monitor the use of the school's computer systems, including the monitoring of web-sites, the interception of E-mails and the deletion of inappropriate materials in circumstances where it believes unauthorised use of the school's computer system is or may be taking place, or the system is or may be being used for criminal purposes or for storing text or imagery which is unauthorised or unlawful. Irresponsible use may result in the loss of Internet access.

## Primary Schools' Consent Form

# Woodford Valley C of E Primary Academy

## Responsible Internet Use

Please complete, sign and return to the school office.

***Pupil:***

### **Pupil's Agreement**

I have read and I understand the school Rules for Responsible Internet Use. I will use the computer system and Internet in a responsible way and follow these rules at all times.

***Signed:***

***Date:***

### **Parent's Consent for Internet Access**

I have read and understood the school rules for responsible Internet use and give permission for my son / daughter to access the Internet. I understand that the school will take all reasonable precautions to ensure pupils cannot access inappropriate materials. I understand that the school cannot be held responsible for the nature or content of materials accessed through the Internet. I agree that the school is not liable for any damages arising from use of the Internet facilities.

***Signed:***

***Date:***

***Please print name:***

### **Parent's Consent for Web Publication of Work and Photographs**

I agree that, if selected, my son/daughter's work may be published on the school Website. I also agree that images, sound files and video that include my son/daughter may be published subject to the school rules that this content will not clearly identify individuals and that full names will not be used.

***Signed:***

***Date:***