



Bishops Tawton Primary School

KS1 Pupil Acceptable Use Policy agreement

Pupils:

This is how we stay safe when we use computers:

- I will ask a teacher or suitable adult if I want to use the computers/tablets
- I will only use activities that a teacher or suitable adult has told or allowed me to use
- I will take care of computers/tablets and other equipment
- I will ask for help from a teacher or suitable adult if I am not sure what to do or if I think I have done something wrong
- I will tell a teacher or suitable adult if I see something that upsets me on the screen
- I know that if I break the rules I might not be allowed to use a computer/tablet
- I will tell my teacher or suitable adult if someone I don't know tries to talk to me whilst online
- I will not give away information about myself online

Parents/Carers:

I have discussed this Pupil Acceptable Use Agreement with my child

- I understand that the 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 systems. I also understand that the school cannot ultimately be held responsible for the nature and content of materials accessed on the internet and using mobile technologies.
- I understand that my son's/daughter's activity on the systems will be monitored and that the school will contact me if they have concerns about any possible breaches of the acceptable use agreement.
- I will encourage my child to adopt safe use of the internet and digital technologies at home and will inform the school if I have concerns over my child's online safety.

Name of child:

Name of Parent/Carer:

Signed:

Date:

Remote Learning

So that we can keep in touch with the children when providing remote learning we may want to arrange live online meetings via a video conferencing platform. These live on-line sessions will be between the class teacher, a group of children from their class and, when possible, another member of staff from their 'bubble'. The live sessions will provide an opportunity for the children to check-in with their teacher, chat about their learning and maybe participate in a short activity or listen to a story. In order to keep everyone safe during a video call children and parents/carers must agree to follow the following code of conduct.

- A **parent/carer** must always be present in the room or a near-by room during a live on-line session and be aware that their child is participating in a video call.
- Children must be fully dressed in appropriate clothing, as should anyone else in the household who can be seen in the background during the video call.
- Any devices used should be in appropriate areas, for example: not in bedrooms.
- Children will be polite and courteous to everyone in the session as we would expect in a classroom. Other family members will be mindful of their language in any background talk.

- Microphones/cameras are to be **off** unless the teacher states otherwise
- Sessions are **NOT** to be recorded by parents or pupils and screen shots using the device or other devices are strictly **NOT** allowed.
- Live sessions are aimed at the children. Any concerns that parents/carers have should be addressed to school via the school families email

For safeguarding reasons some video calls may be recorded by the staff member leading the session. Any recordings will be stored safely and removed in compliance with our GDPR policy for data retention. Any recording made will be for school use only and will **not** be published or redistributed online.

I agree to follow the code of conduct when participating in video conferencing sessions.

Name of parent/carer: _____ Signature: _____

Name of child: _____ Signature: _____

I understand that video calls between school and my child as part of the school's remote learning provision may be recorded and that these recordings will **not** be published or redistributed on-line. I know that I can choose to keep the camera off at all times.

Name of parent/carer: _____ Signature: _____

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