

Acceptable use of the internet: agreement for parents and carers

Name of parent/carer:

Name of child:

Online channels are an important way for parents/carers to communicate with, or about, our school.

The academy uses the following channels:

- our official Twitter account
- email/text groups for parents (for school announcements and information)
- our virtual learning platform Microsoft Teams

Parents/carers also set up independent channels to help them stay on top of what's happening in their child's class. For example, class/year Facebook groups, email groups, or chats (through apps such as WhatsApp).

When communicating with the school via official communication channels, or using private/independent channels to talk about the school, I will:

- be respectful towards members of staff, and the school, at all times
- be respectful of other parents/carers and children
- direct any complaints or concerns through the school's official channels, so they can be dealt with in line with the school's complaints procedure

I will not:

- use private groups, the academy's Twitter account or personal social media to complain about or criticise members of staff. This is not constructive and the school can't improve or address issues if they aren't raised in an appropriate way
- use private groups, the academy's Twitter account or personal social media to complain about, or try to resolve, a behaviour issue involving other pupils. I will contact the school and speak to the appropriate member of staff if I'm aware of a specific behaviour issue or incident
- upload or share photos or videos on social media of any child other than my own, unless I have the permission of other children's parents/carers

Signed:

Date:

Acceptable use agreement for older pupils



Acceptable use of the academy's ICT facilities and internet: agreement for pupils and parents/carers

Name of pupil:

When using the academy's ICT facilities and accessing the internet in school, I will not:

- use them for a non-educational purpose
- use them without a teacher being present, or without a teacher's permission
- use them to break school rules
- access any inappropriate websites
- access social networking sites (unless my teacher has expressly allowed this as part of a learning activity)
- use chat rooms
- open any attachments in emails, or follow any links in emails, without first checking with a teacher
- use any inappropriate language when communicating online, including in emails
- share my password with others or log in to the school's network using someone else's details
- bully other people

I understand that the school will monitor the websites I visit and my use of the academy's ICT facilities and systems.

I will immediately let a teacher or other member of staff know if I find any material which might upset, distress or harm me or others.

I will always use the academy's ICT systems and internet responsibly.

I understand that the academy can discipline me if I do certain unacceptable things online, even if I'm not in school when I do them.

Signed (pupil):

Date:

Parent/carer agreement: I agree that my child can use the academy's ICT systems and internet when appropriately supervised by a member of school staff. I agree to the conditions set out above for pupils using the academy's ICT systems and internet, and for using personal electronic devices in school, and will make sure my child understands these.

Signed (parent/carer):

Date:

Acceptable use agreement for younger pupils



Olive Academies

Acceptable use of the academy's ICT facilities and internet: agreement for pupils and parents/carers

Name of pupil:

When I use the academy's ICT facilities (like computers and equipment) and get on the internet in school, I will not:

- use them without asking a teacher first, or without a teacher in the room with me
- use them to break school rules
- go on any inappropriate websites
- go on Facebook or other social networking sites (unless my teacher said I could as part of a lesson)
- use chat rooms
- open any attachments in emails, or click any links in emails, without checking with a teacher first
- use mean or rude language when talking to other people online or in emails
- share my password with others or log in using someone else's name or password
- bully other people

I understand that the school will check the websites I visit and how I use the school's computers and equipment. This is so that they can help keep me safe and make sure I'm following the rules.

I will tell a teacher or a member of staff I know immediately if I find anything on a school computer or online that upsets me, or that I know is mean or wrong.

I will always be responsible when I use the academy's ICT systems and internet.

I understand that the school can discipline me if I do certain unacceptable things online, even if I'm not in school when I do them.

Signed (pupil):

Date:

Parent/carer agreement: I agree that my child can use the academy's ICT systems and internet when appropriately supervised by a member of school staff. I agree to the conditions set out above for pupils using the academy's ICT systems and internet, and for using personal electronic devices in school, and will make sure my child understands these.

Signed (parent/carer):

Date: