Ormiston Cliff Park Infant Academy

Head of School: Mr. P. Reid

ICT SAFETY

The school curriculum requires pupils to learn how to locate, retrieve and exchange information using ICT. Consequently, in delivering the curriculum, teachers need to plan to integrate the use of communications technology such as web-based resources and e-mail to enrich and extend learning activities. Effective internet use is now regarded as an essential life skill for all pupils to master. There is a copy of the school rules for responsible internet use on the next page, which I would ask you to read. Please complete and sign the Technology Acceptable Use Agreement, to allow your child to use the internet to aid their learning.

Although there have been concerns about pupils having access to undesirable materials, we are taking positive steps to deal with this risk in our school. Our internet provider operates a filtering system that restricts access to inappropriate materials. Should you wish to seek further information regarding internet safety in schools, or at home, you may find the following website useful: http://www.getsafeonline.org. In addition, most internet service providers are happy to discuss and provide filters to restrict access for children using the internet at home. There are also helpful tips and guidance on our 'Stay Safe Online' page, as part of our OCPIA website.

Pupils will be made aware of the school rules applying to internet safety, and e-safety will be a topic for circle time discussions. When pupils are given access to the internet they will be supervised and directed towards specific curriculum activities and suitable websites. However, whilst every endeavour is made to ensure that suitable restrictions are in place, the school cannot be held responsible for the nature or content of materials accessed through the internet. As such, the school will not be liable for any damages arising from your child's use of the internet facilities.

Should you wish to discuss any aspect of our use of the internet, please telephone the school to arrange an appointment.

I know that my son/daughter will be instructed in how to keep the school's rules for responsible ICT use. I also understand that my son/daughter may be informed if the rules have to be changed during the year. I know that the latest copy of the E-Safety Policy is available on the Ormiston Cliff Park Infant Academy website: www.ocpia.co.uk as well as the Ormiston Cliff Park Junior Academy website: www.ocpja.co.uk and that I can request a paper copy. I can also speak to my child's teacher for further advice about safe use of the internet.

I accept that ultimately the school cannot be held responsible for the nature and content of materials accessed through the internet and mobile technologies, but I understand that the school will take every reasonable precaution to keep pupils safe and to prevent pupils from accessing inappropriate materials. These steps include using a filtered internet service, secure access to e-mail, employing appropriate teaching practice and teaching e-safety skills to pupils.

I understand that the school can check my child's computer files and the internet sites they visit. I also know that the school may contact me if there are concerns about my son/daughter's e-safety or e-behaviour.

I will support the school by promoting safe use of the internet and digital technology at home and will inform the school if I have any concerns over my child's e-safety.

PLEASE READ AND SIGN THE 'TECHNOLOGY ACCEPTABLE USE AGREEMENT' OVER THE PAGE. THANK YOU.

[OAT]
Ormiston Academies Trust

Technology acceptable use agreement – Foundation / KS1 Pupils

Name of academy: *Ormiston Cliff Park Infant Academy*   **Date:**

Please read this document carefully with the pupil, and sign below to show you agree to the terms outlined.

This is how we stay safe when we use computers:

- I will ask a teacher if I want to use the computers / tablets
- I will only use activities that a teacher has told or allowed me to use
- I will take care of the computer / tablets and other equipment
- I will ask for help from a teacher if I am not sure what to do or if I think I have done something wrong
- I will tell a teacher 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

Pupil and Parent/carer signature

We have discussed the acceptable use agreement and..(child's name) agrees to follow the rules and to support the safe use of ICT at Ormiston Cliff Park Infant Academy.

Pupil's signature ……………………………………………………………………

I have read and understood the academy rules for Acceptable Use of ICT and give permission for my child to access the Internet in the academy. I understand that the academy will take all reasonable precautions to ensure pupils cannot access inappropriate materials. I understand that the academy cannot be held responsible for the nature or content of materials accessed through the Internet.

I agree that should my child need to access the internet at home or anywhere else, that I will take all reasonable precautions to ensure my child cannot access inappropriate materials and that my child will use the computer in an appropriate manner.

Parent / carer's signature …………………………………………………………………..

Pupil's class ………………………………….   Date ………………………………