

Parent and Carer Acceptable Use Agreement

Digital technologies have become integral to the lives of children and young people, both within and outside schools. These technologies provide powerful tools, which open up new opportunities for everyone. They can stimulate discussion, promote creativity and stimulate awareness of context to promote effective learning. Young people should have an entitlement to safe internet access at all times.

This acceptable use policy is intended to ensure:

- that young people will be responsible users and stay safe while using the internet and other communications technologies for educational, personal and recreational use
- that school systems and users are protected from accidental or deliberate misuse that could put the security of the systems and users at risk
- that parents and carers are aware of the importance of online safety and are involved in the education and guidance of young people with regard to their online behaviour.

The school will try to ensure that learners will have good access to digital technologies to enhance their learning and will, in return, expect the learners to agree to be responsible users.

Use of Cloud Systems

In Wales, all learners have access to Hwb through a personalised account. In order for an account to be created, personal data is shared between the school and Hwb. The use of personal data in this manner is considered to be a public task, for the purposes of data protection. This means that consent is not required in order for a learner to have a Hwb account and access to the tools and services on this platform. More details can be found in the [Hwb trust centre](#).

Pupils use Seesaw (<http://seesaw.me>), a secure online journal to document learning tasks in class. Learners add work (including photos, videos, worksheets, drawings and voice recordings) to their Seesaw journal. Seesaw, the app uses a learner's name to associate work, photos, videos or voice recordings with their account. You can read more about their strong privacy promises here: <https://web.seesaw.me/privacy>.

Parents are requested to complete the link below to show their support of the school in this important aspect of the school's work.

I understand that the school has discussed the acceptable use agreement with my child and that they have received, or will receive, online safety education to help them understand the importance of safe use of technology and the internet – both in and out of the school.

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 child'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.

Please complete the following link to give your permission for ICT use and confirm your agreement to the Parent and Carer Acceptable Use Agreement:

<https://forms.office.com/e/bpHRrHrZ4H>

Thank you.

Use of Digital/Video Images

There are certain activities where the school do not use consent as the basis for processing your child's data. We take photographs/videos of the children for the purposes of recording and tracking pupil progress under the [e.g. *Education Act 1996*] and compiling evidence for assessment purposes. These are kept in secure locations within the school and destroyed in line with our retention policy. We may also need to share these files with third parties, such as WJEC and ASDAN.

On other occasions the school may wish to publish photographs and/or video footage of pupils in public documents such as the school prospectus, our social media pages (e.g. Twitter) and website, on display around the school, and in community publications such as local newspapers. All images are published with the strictest regard for safeguarding and child protection, and only with your consent.

The school will comply with data protection laws and request parent's/carers permission before publishing images of members of the school. We will also ensure that when images are published the learner cannot be identified using their names.

Please note that you can withdraw your consent at any time. If you have any queries or wish to withdraw or review your consent, please contact the school.

Parents/carers are requested to complete the following link to give permission to allow the school to take and use images of their children: <https://forms.office.com/e/9qY2tqTW8v>

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Digital/Video Images Permissions

Description of the use of Photographs or Images Consents
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I consent for my child to be photographed, recorded and used in any situation described in the information. I understand that this consent is valid for the period of time my child attends this school.
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I agree for photographs / videos to be taken of my child during school activities for use on display boards, walls around the school and one-page profiles.

I agree for photographs / videos to be taken of my child during school activities for use within school printed publications
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I agree for photographs / videos to be taken of my child during school activities for use on school digital channels (e.g. websites, social media)
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I agree for photographs / videos to be taken of my child during school activities and used in local or national media (e.g. newspapers or television appearance).

OR

I do not consent for my child to be photographed, recorded and used in any situation described in the information. I understand that this consent is valid for the period of time my child attends this school.

I disagree for photographs / videos to be taken of my child during school activities for use on display boards, walls around the school and one page profiles.
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I disagree for photographs / videos to be taken of my child during school activities for use within school printed publications

I disagree for photographs / videos to be taken of my child during school activities for use on school digital channels (e.g. websites, social media)

I disagree for photographs / videos to be taken of my child during school activities and used in local or national media (e.g. newspapers or television appearance).
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I do not wish any photographs/videos to be taken of my child for any purpose.
