

ILCHESTER COMMUNITY PRIMARY SCHOOL



Parental Permissions

Reviewed May 2024		M Mordue	Headteacher	Review May 2026
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Appendix C

Parent/Carer Acceptable User Policy for Pupils' Use of Technology and the Internet

The school uses technology, including the internet, to support the curriculum wherever this is appropriate. Pupils are taught computing and about effective and responsible use of technology and the internet. Pupils are given guidelines and taught how to be careful and considerate in their use of technology and the internet and how to maintain a balance between this and other activities.

The school may use approved blogs, emails, picture galleries and other tools to help with educating your child. Children and Staff will always use responsible and caring language online.

Pupils will:

- only use technology including computers and mobile devices when they have been told that they can.
- only use the school technology for those activities which they have been given permission.
- be told about online bullying and what to do if it happens.
- use only the user names and passwords for which they have permission.
- not download and use material or copy and paste content which they do not have consent to use.
- not attempt to search for, view, upload or download any inappropriate or unsuitable material.
- inform a member of Staff if they have accidentally found inappropriate or unsuitable content.
- use responsible and caring language in communicating with others.
- be helped to maintain a balance between the use of technology and other activities.
- be helped to discuss their use of the internet especially sites where there is communication with others (e.g. social networks).
- only use mobile devices when directed by Staff
- be encouraged to talk with their Parents or Carers about the rules for the safe use of the internet.
- be made aware that the school may investigate incidents that happen outside of school but could affect life in school.

Misuse of technology may result in:

- a ban, temporary or permanent, on the use of the internet / technology resources at school
- action in line with the School's Behaviour Policy
- Parents/Carers being informed about an incident and actions taken

Parents and Carers work in partnership with the school when they:

- discuss online safety issues with their children and work to build responsible use of technology
- work with the school in promoting positive use of technology and the internet
- inform the school if they think there is an online safety issue related to the school
- raise concerns about the school through the appropriate channels

Please ask a member of Staff if you have questions about any part of this document.

Please sign below and return this form to the school.

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- I have read and am happy with the description of the school's technology and internet use.
 - I will work with the school to help my child develop appropriate use of technology.
 - I am happy for my child to experience the internet use described.

Pupil Name (PLEASE PRINT) _____ **Class** _____

Name of Parent or Carer (PLEASE PRINT) _____

Signature of Parent or Carer _____ **Date** _____

Appendix G

Consent for Children to Appear in Photographs, Video or Sound Recordings (and how they will be used)

Dear Parents/Carers

We occasionally take photographs, videos or sound recordings of the children at our school. These images may be used in publications, within the school on displays and notice boards and on the internet through our school website and social media feeds. We may also make videos or webcam recordings for both training purposes and for records of school events.

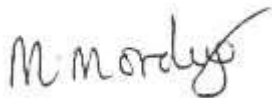
All staff are aware of their responsibilities and they will always take care with how the images and sound are collected and how they are stored.

It is important that we protect your child's interests, respect your wishes and comply with Data Protection law. Please read the Conditions of Use before answering the questions below and signing and dating this form. Please return the completed form (one for each child) to the school as soon as possible. We will not use a photo or video of your child without consent.

Please note that there are certain activities where we do not use consent as the basis for processing your child's data. These are described in our Privacy Notice www.ilchestercommunityprimary.com . We may also take photos of your child for identification purposes and for evidencing their educational development – such data will sit on their file and not be shared unless the law requires us to do so, or if you have given your specific consent.

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.

Yours faithfully



M Mordue
Headteacher

Conditions of Use:

- This form is valid for your child's time at the school. Your consent will automatically expire after this time. *The school sends out a reminder each year of consent obtained.*
- The school will not re-use any photographs or recordings of your child that are incompatible with the original purposes explained to you
- We will retain a small sample of photographs such as annual class photos that represent an historical record for the school
- We will not usually retain other photographs of your child after they cease to be a pupil at this school. However, photographs on our website; in our school prospectus and other publications; or those that are part of our archive of learning activities, could continue exist for a period of time after the child has left the school
- If we use photographs of individual pupils, we will not use the full names of the child in any accompanying text or caption without consent, nor will we include any of their personal data
- We may use group or class photographs or footage with very general labels e.g. *'a science lesson'*
- We will only use photographs and videos of pupils who are suitably dressed
- Parents should note that websites and social media can be viewed around the world and not just the United Kingdom (where UK law applies) and when copied from the website, images and information can no longer be controlled by the school

Please read the attached letter from the School and Conditions of Use for children to appear in Photographs, Video or Sound Recordings before completing and signing the Consent Form below.

Description of the use of Photographs, Video or Sound	Please tick	
	Yes	No
May we use your child's photograph and first name on display boards within the school building? <i>(Please note: displays are generally viewed by staff, pupils, parents, carers and other visitors to the school)</i>		
May we use your child's photograph in the school hard-copy prospectus and other printed publications or posters we produce for promotional purposes? <i>(Please note: printed publications are available to anyone)</i>		
May we put your child's photograph on the school's website, including online publications such as an online prospectus and other promotional material? <i>(Please note: websites can be viewed around the world, not just the United Kingdom where UK law applies, and if copied from the website, images and information can no longer be controlled by the school)</i>		
May we use your child's photograph and name on social media – forthcoming Facebook, Instagram and X <i>(Please note: social media can be viewed around the world, not just the United Kingdom where UK law applies, and if copied from social media, images and information can no longer be controlled by the school)</i>		
May we record your child on video for training purposes and as a record of school events. <i>(Please note: this may include your child's voice as well as their image. Videos will only be made available to parents/carers of the child. For information about how we use CCTV please see our CCTV Policy)</i>		

Child's Name: _____

Class: _____

Print your name: _____

Signed: _____

Relationship to child: _____

Date: _____