

# Sacred Heart Catholic Primary School Hindley Green

## Think then Click

### e-Safety Rules for Key Stage 2

- We ask permission before using the Internet.
- We only use websites that an adult has chosen.
- We tell an adult if we see anything we are uncomfortable with.
- We immediately close any webpage we not sure about.
- We only e-mail people an adult has approved.
- We send e-mails that are polite and friendly.
- We never give out personal information or passwords.
- We never arrange to meet anyone we do not know.
- We do not open e-mails sent by anyone we do not know.
- We do not use Internet chat rooms.

### Use of Digital / Video Images

The use of digital / video images plays an important part in learning activities. Pupils and members of staff may use digital cameras to record evidence of activities in lessons and out of school. These images may then be used in presentations in subsequent lessons.

Images may also be used to celebrate success through their publication in newsletters, on the school website and occasionally in the public media,

The school will comply with the Data Protection Act and request parents / carers permission before taking images of members of the school. We will also ensure that when images are published that the young people cannot be identified by the use of their names.

Parents are requested to sign the permission from below to allow the school to take and use images of their children.

#### Agreement (your copy)

As the parent / carer of the pupil I agree to the school taking and using digital / video images of my child / children. I understand that the images will only be used to support learning activities or in publicity that reasonably celebrates success and promotes the work of the school.

I agree that if I take digital or video images at, or of, - school events which include images of children, other than my own, I will abide by these guidelines in my use of these images.

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## e-Safety Rules

All pupils use computer facilities including Internet access as an essential part of learning, as required by the National Curriculum. Both pupils and their parents/carers are asked to sign to show that the e-Safety Rules have been understood and agreed.

<i>Pupil:</i>	<i>Class</i>
<b>Pupil's Agreement</b> <ul style="list-style-type: none"> <li>• I have read and I understand the school e-Safety Rules.</li> <li>• I will use the computer, network, mobile phones, Internet access and other new technologies in a responsible way at all times.</li> <li>• I know that network and Internet access may be monitored.</li> </ul>	
<i>Signed:</i>	<i>Date:</i>
<b>Parent's Consent for Internet Access</b> <p>I have read and understood the school e-safety rules and give permission for my son / daughter to access the Internet. I understand that the school will take all reasonable precautions to ensure that pupils cannot access inappropriate materials but I appreciate that this is a difficult task.</p> <p>I understand that the school cannot be held responsible for the content of materials accessed through the Internet. I agree that the school is not liable for any damages arising from use of the Internet facilities.</p>	
<i>Signed:</i>	<i>Date:</i>
<i>Please print name:</i>	
Please complete, sign and return to the school office	

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I agree that if I take digital or video images at, or of, - school events which include images of children, other than my own, I will abide by these guidelines in my use of these images.

Student / Pupil Name	
Parent / Carers sign	
Date	