

Annex to IT Acceptable Use Policy for students

Brooke Weston Academy understands the importance of children and young people being able to use the internet for education and personal development. This includes social media platforms, games and apps. We aim to support children and young people in making use of these in our work. However, we also recognise that safeguards need to be in place to ensure children are kept safe at all times.

Ensuring student safety online is a partnership between the student, their parents/carers and school and all have a role to play in it and need to work together.

This agreement is part of our overarching code of behaviour for children and young people and staff and volunteers. It also fits with our overarching online safety policy. If you would like to know more about this, please speak to safeguarding@brookeweston.org

More information about online safety for parents is available from

<https://nationalonlinesafety.com/guides>

<https://www.thinkuknow.co.uk/>

<https://www.childnet.com/resources/>

<https://www.ceop.police.uk/safety-centre/>

<https://www.nspcc.org.uk/keeping-children-safe/online-safety/>

Websites such as TikTok, Facebook, etc. are 13+ and YouTube is 13+ and 11+ with parental permission. Please find out more about this at <https://nationalonlinesafety.com/guides>.

Please be aware that staff may direct students between the ages of 11 and 13 to YouTube videos for the purposes of learning. These will be age appropriate in content and by signing this agreement you are giving parental permissions for this.

More information about online safety for children and young people is available from

<https://www.thinkuknow.co.uk/>

<https://www.childline.org.uk/info-advice/bullying-abuse-safety/online-mobile-safety/>

Students: please read the following agreement and discuss it with your parents/carers.

Parents/carers: please read and discuss this agreement with your child and then sign it, ask your child to sign it. If you have any questions or concerns please speak to safeguarding@brookeweston.org

Young person's agreement

- I will be responsible for my behaviour when using the internet, including social media platforms, games and apps. This includes the resources I access and the language I use.
- I will only access age appropriate websites, social media platforms, games and apps.
- I will not deliberately browse, download or upload material that could be considered offensive or illegal. If I accidentally come across any such material I will report it immediately to the school. If I am not in school I will inform my parent/carer.

- I will not send anyone material that could be considered threatening, bullying, offensive or illegal.
- I will not give out any personal information online, such as my name, phone number or address.
- I will not reveal my passwords to anyone.
- I will not arrange a face-to-face meeting with someone I meet online unless I have discussed this with my parents/carers and am accompanied by a trusted adult.
- If I am concerned or upset about anything I see on the internet or any messages that I receive, I know I can talk to safeguarding@brookeweston.org
- I understand that my internet use at Brooke Weston Academy will be monitored and logged and can be made available to the school.

Online Learning (Microsoft Teams)

Brooke Weston Trust and Brooke Weston Academy uses Microsoft Teams as the learning platform providing communication to staff classes and student groups.

I agree that:

- I will use Microsoft Teams and other authorised websites (for example Hegarty Maths, Educake, Seneca Learning) to complete learning activities.
- I will ensure that all work uploaded or files sent will be appropriate.
- I will only use the chat function to contact my teacher if I need help with the work set. If this is required I understand that this needs to be appropriate.
- I will limit the use of the chat functionality with other students, and when used will make sure that it is appropriate as records are kept of all chats.
- I will not use the video functionality. If needed, and requested to by a member of staff, I can activate my microphone to talk, but must be appropriate.
- I understand that lessons/video communication is recorded for safety.

I understand that these rules are designed to keep me safe and that if I choose not to follow them, school staff may contact my parents/carers.

Signatures:

We have discussed this online safety agreement and[child’s name] agrees to follow the rules set out above.

Parent/carer signature

Date

Young person’s signature

Date

NB: Due to COVID-19 school closure it will not be possible to return this signed document to the school. Please discuss it with your child and we will request signed copies when the school is reopened.