

# Parent / Carer Acceptable Use Agreement and Code of Conduct



Technology has become integral to the lives of children and young people, both within school and in their lives outside of school. The internet and other communication technologies are incredibly powerful tools, which open up new opportunities for everyone. We passionately believe that our children have an entitlement to safe internet access at all times and together, as a partnership, we seek to provide an environment and curriculum which allows for technology to be used as a safe and vital learning tool. By being part of the Dobcroft Junior School's community, you are agreeing to support the principles which we are implementing as a school. You are also giving your consent for your child's use of the internet and technology provided by school.

A copy of the Children's Acceptable Use Agreement is attached to this form, so that you will be aware of our expectations of the children. The school will try to ensure that pupils have good access to ICT to enhance their learning and will, in return, expect the pupils to agree to be responsible users.

## **Your child's Acceptable Use Agreement ensures:**

- That they will be a responsible user and stay safe while using the internet and other communication technologies for educational, personal and recreational use.
- That school ICT 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 safeguarding and are involved in the education and guidance of children with regard to their online behaviour.

## **As a parent within our school community, it is vital that you have knowledge of the following points:**

- As the parent / carer of the pupils stated, I understand that my child will have access to the internet and to ICT systems at school.
- I know that my child has been introduced to the school's Acceptable Use Agreement and will receive, Online Safeguarding education to help them to understand the importance of safe use of ICT – both in and out of 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 ICT 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 ICT 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 promote positive, safe and responsible behaviour on the internet.
- I will inform the school if I have concerns over my child's online safety.
- I agree not to use my mobile phone on school grounds for any reason.

## **E-safety and Social Media Code of Conduct for Parents**

Dobcroft Junior School understands and appreciates the benefits of social media; however, there may also be some significant negative impacts, such as cyber bullying, which the school does not tolerate.

For us to set the best example possible to pupils at the school, we would ask parents to also lead by example. The school urges parents to review and sign our 'code of conduct', which outlines how to act when using social media.

The school expects parents to behave in a civilised nature on any online platform or website and will not tolerate any of the following online behaviour:

- Posting defamatory statuses about parents, pupils, the school or its employees
- Complaining about the school's values and methods on social media or other websites
- Posting statuses containing confidential information, e.g. regarding a complaint outcome
- Contacting school employees through social media, including requesting to 'follow' them or sending them private messages

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- Creating or joining private groups or chats that victimise or harass a member of staff or the school in general
- If parents wish to raise a complaint, the school has a Complaints Procedures Policy in place.
- Breaches of this code of conduct will be taken seriously by the school and, in the event of illegal, defamatory, or discriminatory content, breaches could lead to prosecution.
- Parents will not attempt to 'friend' or 'follow' any member of staff on social media.
- Parents are instructed not to post anonymously or under an alias to evade the guidance given in this code of conduct.
- The school retains the right to request any damaging material is removed from social media websites
- Parents' social media usage will be in accordance with the school's Social Media Policy.
- Pupils and parents will not attempt to "friend" or otherwise contact members of staff through their personal social media accounts. Pupils and parents are only permitted to be affiliates of school social media accounts.
- Pupils and parents will not post anonymously or under an alias to evade the guidance given in this policy.
- Pupils and parents will not post any content online which is damaging to the school or any of its staff or pupils.

### ClassDojo – Overall Parent Expectations

- I understand that my child may be photographed for ClassDojo / celebratory purposes and that this may be posted in the secure 'class' area of the app. My child will also post work to the 'portfolio' section of their account, which may include photos and videos of themselves.
- I understand that ClassDojo is being used as a secure site and will not repost or share content (including photographs) from ClassDojo.
- As above, in the Parent Code of Conduct Section, parents are expected to refrain from negative, public comments and instead, speak with the school directly if they have concerns.

### Online messaging, including ClassDojo Messaging

The school expects that parents may use messaging apps, such as WhatsApp, for purposes beneficial to themselves and the school, and will not accept any of the following behaviour:

- Sending abusive messages to fellow parents
- Sending abusive messages about members of staff, parents or the school
- Sending abusive and/or frequent messages to members of staff
- **When using ClassDojo Messaging, parents will remember that this is a messaging system for convenience of 'quick questions and answers' e.g. *Please can you remind me of the PE day?* Communication which is more complex and related to either your child's academics or social and emotional wellbeing should go through the appropriate channels (phone call, meeting or email to [teachers@dobcroft-jun.sheffield.sch.uk](mailto:teachers@dobcroft-jun.sheffield.sch.uk))**

The school appreciates the simplicity and ease of instant messaging; keeping in contact outside of school can benefit the school community by keeping it closer. Should any problems arise from contact over messaging apps, the school will act quickly by contacting parents directly, to stop any issues continuing.

The school can request a meeting with parents if any misconduct, such as sending abusive messages or posting defamatory statuses, occurs online.

The school's complaints procedure will be followed as normal if any members of the parent teacher association or governing board cause any issues through their conduct whilst using online messaging.

The headteacher can, with the permission of the parent, view messages sent between members of the parental body to deal with problems quickly and effectively.

The headteacher can request that 'group chats' are closed down should any problems continue between parents or parental bodies.