

You must, however, be aware that whilst at school, direct supervision of your child using the computers is not always possible. Thus, your child is expected to use the resources in a manner consistent with this contract and s/he will be held responsible for his/her actions.

Additionally, **please discuss** with your child your own expectations for her/his use of the Internet. Your child is responsible for **good behaviour** on the school's computer network. The network is provided for your child to conduct research for educational purposes and to communicate with others. It is not being provided to access chat rooms or inappropriate newsgroups and web sites.

If your child wishes to access the Internet or email facilities provided on the network s/he must agree to act in a considerate and responsible manner. Your child will **not be allowed** to use the Internet or be allocated a password if you are not in agreement.

We consider the following inappropriate use of the Internet / email:

- Sending or accessing inappropriate material.
- Using obscene language.
- Violating copyright laws by copying, saving or redistributing copyrighted material, or other illegal activity.
- Using other people's passwords or folders.
- Responding to unknown email sources.
- Intentionally wasting limited resources by printing materials not related to school.
- Accessing Internet chatrooms, newsgroups, games or materials not pertaining to school needs.
- Subscription to any services or ordering of any goods/services.
- Sharing of other people's personal information.
- Sending anonymous messages.
- Downloading large files without the permission of a teacher.
- Any activity that violates a school rule or government legislation.

MISUSE:

Violation of the terms of this agreement may result in suspension or the withdrawing of your child's access to the Internet and email facilities. Any action taken by your child that is in violation of a school rule will be subject to the usual disciplinary actions.

Please retain this information for your records.

We ask only that you write to school if you do not agree to your child using the Internet and sending emails.



Use of Photographs on Our Website and Facebook Page & Terms and Conditions for In-School Use of Internet Resources

Use of Photographs on our Website and Facebook Page

The prime purpose of our website and Facebook page is to provide information. The school's website enables us to provide information for existing pupils and parents, to share and celebrate our achievements and to promote the school to prospective parents and pupils. The website is used to publish all of the letters to parents, showcase examples of pupil's work, children's involvement in different activities and to show pictures and video clips of previous school events. There is a school calendar which identifies the school's events. By using the web site and Facebook page to keep our parents up to date and reduce the amount of letters sent home.

Please sign up to receive an email alert every time an item is placed on the website.

The safety of children and other users who appear or are referred to on our published website and Facebook page is of paramount importance. We will try to ensure that no individual child can be identified or contacted either via, or as a result of a visitor using, the school's website or Facebook page.

To this end, St. Vincent's adheres to the following guidelines for content.

- **We will not use children's or adult's names, unless they are a well known personality then their full name will be used.**
- The images we take will be of activities that show the school and children in a positive light.
- Embarrassing or distressing images will not be used. The images will not be associated with negative or sensitive issues.
- We may use group or class photographs or footage with very general labels e.g. 'science lesson'.
- Any images of children will not be labelled with their names.
- Close up pictures of individual children, group photographs and photographs with two or more children will be available online.
- We will only use images of pupils who are suitably dressed.
- We will make every effort to ensure that we do not allow images to be taken of any children for whom we do not have permission or who are 'at risk' or disallowed from having their photographs taken for legal or social reasons.
- Personal details of children, staff and governors, such as home addresses, telephone numbers, personal email addresses, etc, will not be released via the website or school email.
- We will remove any picture / work that a parent asks us to remove.

Parents have the right to refuse permission for their child's work and/or image to be published on the published website and Facebook page. Adults have the right to refuse permission to publish their image on the published website or Facebook page.

Those wishing to exercise this right should express their wishes in writing to the Head Teacher, clearly stating whether they object to work, images, or both being published, to the web site.

Internet and Email Use

Please read the following carefully before agreeing to your child's use of the Internet; contact school if you do not want your child to use the internet.

St. Vincent's offers Internet and email access to your child. The advantages of this facility are enormous, and promote educational excellence within our school. The purpose of this document is to inform you and your child of the availability of the Internet resources as well as the rules governing its use and to obtain permission for your child to use the Internet whilst at school. All staff have been trained in the safe use of the internet via CEOPs and the children will be taught about safe internet use.

The Internet can give your child and teachers access to a variety of rich, educational resource, which includes some information specifically designed for children, with up-to-the-minute scientific information, and other information that is traditionally difficult to obtain in the school environment. Information is presented richly in text, pictures, sound and video.

Your child will be able to send email and will receive her/his own email address and password to access this. S/he must not respond to emails if s/he does not recognise the sender's name or address. Please note that **we retain the right to read the contents of all emails** received or sent.

The educational value of appropriate information on the Internet is substantial. The Internet is composed of information provided by institutions and people all over the world and thus, also includes material that is not of educational value in the context of the school setting. There is information, which may be judged as inaccurate, abusive, profane,

sexually oriented or illegal. We do not condone or permit the use of this material and we operate a **censored Internet feed**, based upon world-renowned CyberPatrol technology, which protects the network from all types of unsuitable material and is updated automatically at regular intervals.

Any attempts at accessing unsuitable material will be logged. It is our joint responsibility (school and parents) to educate your child about her/his responsibility when using the Internet.