

Dear Parent,

Computers at Greenfields

All children will be given access to the school computers and computer network in their first term. Each child will be given an individual personal 'log-on' to the computer network.

Before the children access the school network, they will be given a lesson on e-safety by their teacher. All children will be required to understand and sign the "*E-safety Acceptable Use Agreement Pupil Roles and Responsibilities*" before they can access the internet (see reverse of this letter). The children are monitored when using the internet in the ICT suite and the school holds regular e-safety weeks throughout the year to update staff and children on the latest e-safety guidelines.

Our Internet Service Provider is Hampshire County Council who blocks unsuitable sites from being accessed on a daily basis. In addition, Greenfields Junior School will endeavour to take all reasonable precautions to ensure children cannot access inappropriate materials. However, if a child does inadvertently access an unsuitable site, they must report this straight away to their teacher or the ICT co-ordinator. Hampshire County Council will be contacted to block the site immediately.

For more detailed information about our E-safety policies, please visit the Documents and Policies section of our website. Further information about e-safety at home can be found on websites such as; CEOP 'Think you know' and KidsSMART.

If you would like your child to enjoy the benefits of the internet, please date and sign the form below.
Yours sincerely,

Mrs C Johnston
Deputy Headteacher

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Parent's Consent for Internet Access

I have read and understood the school rules for responsible internet use and give permission for my son/daughter to access the internet. I understand that the school will take all responsible precautions to ensure pupils cannot access inappropriate materials. I understand that the school cannot be held responsible for the nature or content of materials accessed through the internet facilities.

Child's name: _____

Signed: _____ **Parent/Guardian**

Date: _____



Greenfields Junior School
E-safety Acceptable Use Agreement
Pupil Roles and Responsibilities

Finding information on the internet safely

I know:

- I know that I will be able to use the internet if I use it responsibly
- That being responsible means I should not try to visit unsafe sites or register for things I am not old enough for. There are a variety of social networking sites outside school. While some are designed for children of primary age, others have age restrictions and therefore are inappropriate.
- That any protection system does not stop all unsafe content
- What to do if I open something that I don't like
- How to search safely to find the information I want
- That I should be supervised to ensure I am keeping safe
- That any information I put up on the web can be read by anyone
- That I should ask permission to use the work of others and credit them if I do
- That I should not copy others work and claim it as my own

Using technology to contact people

I know:

- How to choose my user name carefully to protect my identity
- How to keep my personal information private
- How to use safety features of websites
- How to limit access to my information
- That e-mails / messages can be intercepted and forwarded on to anyone
- That I should be careful who I add as friends
- That I need to be polite online and friendly online and think about the language I use (it could be forwarded to my parents or head teacher!)
- How to use the subject field in e-mails
- Not to open messages if the subject field contains anything offensive or if I do not recognise who it is from (delete it without opening it)
- What to do if I receive an offensive message / e-mail including how to keep evidence
- That people online may not be who they seem
- Emails within school are sent for internal purposes only and are monitored at School

Publishing Children's Work on the School Website

The Greenfields website is used to celebrate work done by pupils in the school and I agree that, if selected, my work may be published using my first name only.