



## ICT ACCEPTABLE USE POLICY AGREEMENT & PERMISSION FORMS – PARENTS & CARERS

Technology has transformed learning, entertainment and communication for individuals and for organisations that work with young people. However, the use of technology can also bring risks. All users should have an entitlement to safe internet access at all times.

This Acceptable Use Agreement is intended to ensure that:

- young people will be responsible users and stay safe while using ICT (especially the internet).
- the service's ICT systems and users are protected from accidental or deliberate misuse that could put the security of the systems and users at risk.
- parents and carers are aware of the importance of e-safety and are involved in the education and guidance of young people with regard to their online behaviour.

The service will try to ensure that pupils will have access to ICT to enhance their learning and will, in return, expect them to agree to be responsible users. Parents/carers are requested to sign the permission form below – and on the page that follows - to show their support of the service in this important aspect of our work.

PUPIL NAME:			
PARENT/CARER NAME:		RELATIONSHIP:	
SIGNATURE:		DATE:	

### Permission for my child to use the internet and electronic communication

- **As the parent/carer of the above pupil, I give permission for my son / daughter to have access to the internet and to ICT systems at the service.**
- I know that my son/daughter has signed an Acceptable Use Agreement and has received, or will receive, e-safety education to help them understand the importance of safe and responsible use of ICT – both in and out of school.
- I understand that the service 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 service cannot ultimately be held responsible for the nature and content of materials accessed on the internet and using mobile technologies.
- I understand that my son's/daughter's activity on the ICT systems will be monitored and that the service 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 inform the service if I have concerns over my child's e-safety.

PARENT/CARER SIGNATURE:		DATE:	
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### Permission to use digital images (still and video) of my child

- The use of digital images (still and video) plays an important part in learning activities. Pupils and members of staff may use the Service's 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 website and occasionally in the public media.
- The service will comply with the Data Protection Act and request parents/carers permission before taking images of pupils. The service will also ensure that when images are published, the young people cannot be identified by name.
- **As the parent/carer of the above pupil, I agree to the service taking and using digital images of my child.** 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 service.
- I agree that if I take digital or video images at events held by the service, which include images of children, I will abide by these guidelines in my use of these images.

**I give permission for photographs of my child to appear in the following:**

Please tick

<b>Centre Displays</b> <i>e.g. bulletin boards, class-made books or pupil multimedia projects; pupils may be identified by first name.</i>	
<b>School Publications</b> <i>e.g. pupil publications, photo albums and newsletters.</i>	
<b>Outside Publications</b> <i>e.g. newspaper articles/features, fundraising brochures etc; pupils may be identified by first and last name.</i>	
<b>School Website</b> <i>e.g. main pages or special event pages; no names will be included.</i>	

PARENT/CARER  
SIGNATURE:

DATE:

### Permission to publish my child's work (including on the internet)

- It is the service's policy, from time to time, to publish the work of pupils by way of celebration. This includes on the internet, via the school website and in the service's learning platform.
- As the parent / carer of the above child I give my permission for this activity.

PARENT/CARER  
SIGNATURE:

DATE:

**The service's E-safety Policy, which contains this Acceptable Use Agreement and the one signed by your child (to which this agreement refers), is available from the service on request.**