



**BROADWATER**  
CHURCH OF ENGLAND  
PRIMARY SCHOOL

Rectory Gardens Worthing  
West Sussex BN14 7TQ

TEL 01903 235389

EMAIL [office@broadwaterce.org](mailto:office@broadwaterce.org)

[www.broadwaterce.org](http://www.broadwaterce.org)

# Parent/Carer Acceptable Use Agreement Policy 2025-2026

(This policy is derived from the SWGfI Model Parent/Carer Acceptable Use Agreement)

## **Turn your ear to wisdom and apply your heart to understanding (Proverbs 2:2)**

Broadwater is a Christian School. We will enable children to become wise, confident, successful learners with the motivation, skills and responsibility to make a positive difference in God's world. Our vision is underpinned by the values we live by.

*The Holy Spirit produces this kind of fruit in our lives: love, joy, peace, patience, kindness, goodness, faithfulness, gentleness, and self-control. There is no law against these things! Galatians 5:22*

It is this fruit that, in partnership with parents, we will instil in the children of our school.

## **Parent/Carer Acceptable Use Agreement Policy (Information Technology and Internet Safety)**

Digital technologies have become integral to the lives of children and young people, both within schools and outside school. These technologies provide powerful tools, which open up new opportunities for everyone. They can stimulate discussion, promote creativity and stimulate awareness of context to promote effective learning. Young people should have an entitlement to safe internet access at all times. *(As detailed in the Online Safety Policy.)*

### **Use of Cloud Systems Permission**

We currently use five cloud-based hosting services. They are managed by the teaching team and used by children at home and in school. The school seeks permission for the use of this.

The school uses the following cloud service providers: Accelerated Reader, Times Table Rockstars, My Maths, Purple Mash and Google Classroom. This permission form describes the tools and pupil responsibilities for using these services. Some of these services are entirely online and available 24/7 from any internet-connected computer. The school believes that use of the tools significantly adds to your child's educational experience.

Personal data will not be retained by the school for longer than necessary in relation to the purposes for which they were collected. *(Please be aware of the Data Protection Policy.)*

Information will be held in accordance with the Information and Records Management Society Tool Kit for Schools. *(See Privacy Notice for Pupils and Data Protection policy.)*

### **This acceptable use policy is intended to ensure:**

- that young people will be responsible users and stay safe while using the internet and other communications technologies for educational, personal and recreational use.
- that school 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 safety and are involved in the education and guidance of young people with regard to their on-line behaviour.

The school will try to ensure that pupils will have good access to digital technologies to enhance their learning and will, in return, expect the pupils to agree to be responsible users. A copy of the Pupil Acceptable User Agreement is within the enrolment booklet for Key Stage 1/Foundation Stage, and a separate document for Key Stage 2. Parents/carers will be aware of the school expectations of the young people in their care.

Parents/carers are requested to sign the permission form to show their support of the school in this important aspect of the school's work.

The office staff and teachers will have access to this form. The form will be stored in a locked unit in the main office. The form will be stored for the duration of the time it is in date. This form will be shredded when it is no longer required.

### **Use of Digital/Video Images**

The use of digital/video images plays an important part in learning activities. Pupils and members of staff may use 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 school website and

occasionally in the public media. Where an image is publicly shared by any means, only your child's first name will be used. The school will comply with the Data Protection Act and request parent's/carer's permission before taking images of members of the school. We will also ensure that when images are published that the young people cannot be identified by the use of their names.

In accordance with guidance from the Information Commissioner's Office, parents/carers are welcome to take videos and digital images of their children at school events for their own personal use (as such use is not covered by the Data Protection Act). To respect everyone's privacy and in some cases protection, these images should not be published/made publicly available on social networking sites, nor should parents/carers comment on any activities involving other students/pupils in the digital/video images.

Parents/carers are requested to sign a permission form to allow the school to take and use images of their children and for the parents/carers to agree. (See Enrolment Booklet for parent/carer permission form.)

## Parent/Carer Technology and Internet Safety Consent Form

As the parent/carers, I give permission for my son/daughter to have access to the internet and to ICT systems at school.

### **Either: (Foundation Stage and Key Stage I - Reception, Year 1 and Year 2)**

I understand that the school has discussed the acceptable use agreement with my son/daughter and that they have received, or will receive, online safety education to help them understand the importance of safe use of technology and the internet – 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 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 son's/daughter's activity on the 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 inform the school if I have concerns over my child's online safety.

Pupil Name:

Parent/Carer Name:

Parent Signature (*On behalf of their child*) :

Date:

.....

### **Or: (Key Stage 2 - Year 3 to Year 6)**

I know that my son/daughter has signed an acceptable use agreement and has received, or will receive, online safety education to help them understand the importance of safe use of technology and the internet – both in and out of school.

### **Permission Form**

Pupil Name:

Parent/Carer Name:

Parent Signature:

Date:

(I have shared this agreement with my child. I will revisit this document as my child gets older and discuss the main points outlined.)