



What is an Acceptable Use Policy?

We ask all children and adults (parents, staff, Governors and visitors) involved in the life of Bishop Perrin CE Primary School to be aware of our Acceptable Use Policies (AUP) and in most cases, sign the appropriate one for them. An AUP is a document that outlines how we expect members of the school community to behave when they are online, and/or using school networks, connections, internet connectivity and devices, cloud platforms and social media (both when on school site and outside of school).

Why do we need an AUP?

These rules have been written to help keep everyone safe and happy when they are online or using technology. Sometimes things go wrong and people can get upset, but these rules should help us avoid it when possible, and be fair to everybody.

School systems and users are protected and monitored by security and filtering services to provide safe access to digital technologies. This means anything on a school device or using school networks/platforms/internet may be viewed by one of the staff members who are here to keep your children safe. We tell your children that they should not behave any differently when they are out of school or using their own device or home network. What we tell pupils about behaviour and respect applies to all members of the school community:

“Treat yourself and others with respect at all times; treat people in the same way when you are online or on a device as you would face to face.”

Where can I find out more?

The school's Online Safety Policy can be found on the school website: [Key Policies \(bishopperrin.richmond.sch.uk\)](https://www.bishopperrin.richmond.sch.uk) We have a dedicated Online Safety page on our website with lots of information about the content of our online safety curriculum and links to websites that provide advice and guidance for parents as to how to keep their child safe whilst on line: [Online Safety \(bishopperrin.richmond.sch.uk\)](https://www.bishopperrin.richmond.sch.uk)

What am I agreeing to?

Parents are asked to acknowledge they will support our Parent AUP when signing the Pupil Emergency Contact Form annually.

1. I understand that Bishop Perrin CE Primary School uses technology as part of the daily life of the school when it is appropriate to support teaching and learning and the smooth running of the school, and to help prepare the children and young people in our care for their future lives.
2. I understand that the school takes every reasonable precaution to keep pupils safe and to prevent pupils from accessing inappropriate materials whilst accessing the internet. However, the school cannot be held responsible for the nature and content of materials accessed through the internet and mobile technologies which appear inadvertently or accidentally and which is initiated by either a member of staff or by a child.
3. I understand that internet and device use in school, and use of school-owned devices, networks and cloud platforms out of school may be subject to filtering and monitoring. These should be used in the same manner as when in school, including during any remote learning periods.



4. I understand that my child needs a safe and appropriate place to do remote learning if school has to initiate lockdown measures (similar to regular online homework). When on any video calls with school, it would be better not to be in a bedroom but where this is unavoidable, my child will be fully dressed and not in bed, and the camera angle will point away from beds/bedding/personal information etc. Where it is possible to blur or change the background, I will help my child do so.
5. I will promote positive online safety and model safe, responsible and positive behaviours in my own use of technology, including on social media: not sharing other's images or details without permission and refraining from posting negative, threatening or violent comments about others, including the school staff, volunteers, Governors, contractors, pupils or other parents/carers.
6. The impact of social media use is often felt strongly in schools, which is why we expect certain behaviours from pupils when using social media. I will support the school's social media guidance and not encourage my child to join any platform where they are below the minimum age.
7. I will follow the school's digital images and video guidance, which outlines when I can capture and/or share images/videos. I will not share images of other people's children on social media unless I have their explicit permission to do so and understand that there may be cultural or legal reasons why this would be inappropriate or even dangerous. The school sometimes uses images/video of my child for internal purposes such as recording attainment, but it will only do so publicly if I have given my consent on the relevant form.
8. I understand that for my child to grow up safe online, s/he will need positive input from school and home, so I will talk to my child about online safety and refer to <https://parentsafe.lgfl.net/home> for advice and support on safe settings, parental controls, apps and games, talking to them about life online, screentime and relevant online safety topics.
9. I understand that my child needs a safe and appropriate place to do remote learning if school or bubbles are closed (similar to regular online homework). When on any video calls with school, it would be better not to be in a bedroom but where this is unavoidable, my child will be fully dressed and not in bed, and the camera angle will point away from beds/bedding/personal information etc. Where it is possible to blur or change the background, I will help my child to do so.
10. If my child has online tuition, I will refer to the [Online Tutors – Keeping children Safe](#) poster and undertake necessary checks where I have arranged this privately, ensuring they are registered/safe and reliable, and for any tuition to remain in the room where possible, ensuring my child knows that tutors should not arrange new sessions or online chats directly with them.
11. I understand that whilst home networks are much less secure than school ones, I can apply child safety settings to my home internet. [Internet Matters](#) provides guides to help parents do this easily for all the main internet service providers in the UK. There are also child-safe search engines e.g. swiggle.org.uk and YouTube Kids is an alternative to YouTube with age appropriate content.
12. I understand that it can be hard to stop using technology sometimes, and I will talk about this to my children, and refer to the principles of the Digital 5 A Day: childrenscommissioner.gov.uk/our-work/digital/5-a-day/
13. I understand and support the commitments made by my child in the school's Pupil Acceptable Use Policy (AUP) which s/he has been shown, explained about, and in the case of Junior pupils, signed. I understand that s/he could be subject to consequences if s/he does not follow these rules.
14. I will contact the school at the earliest opportunity if I have any concerns about my child/ren's use of technology, or about that of others in the community, or if I have questions about online safety or technology use in school.



Bishop Perrin CE Primary School Guidance for Parents Regarding Filming and Photographing School Events

Over the course of an academic year, there are opportunities for parents and other family members to see their child take part in performances, assemblies and sporting events (which are often at venues other than Bishop Perrin School). The following guidance is part of our Online Safety Policy and applies to all video or audio capture of staff and pupils, both in and out of school.

This policy applies to sporting events, Parent Interviews (including any event where parents are invited into the school building before, during and after school hours), plays, assemblies, school trips and any other school event or gathering, whether on school premises or beyond.

We appreciate that families will treasure photographic/video memories, and the general rule at Bishop Perrin School is that parents and carers **may** take photos and videos of the children in their care, for personal use only. There may be exceptions to this, and we will let you know in advance of particular events where no filming or photography is possible. Co-operation with this guidance is fundamental to allowing parents and carers to continue photographing and videoing their child/ren in the future.

Live streaming, whether public or private, cannot be permitted and we request that you do not use any streaming platforms or 'live' features (e.g. Facebook Live) to stream events/circumstances as they occur. You may be asked to leave the premises or event if this takes place and be refused entry to future school events.

When you capture footage or still images of your children, there is a strong possibility that other children will also be visible or audible. For this reason, no such content should be shared publicly. Failure to comply with this request may mean that you are refused entry to future school events.

There are several important reasons for this request:

- Some children are deemed at risk by the Local Authority safeguarding and child protection authorities; their image must never be put online for their own protection. You are very unlikely to know who these children are. Others may have complex family backgrounds which mean that sharing their image could have unforeseen consequence. There is the real possibility you could endanger a child by sharing their image in an identifiable context (e.g. where the school is easy to identify and locate due to signage and school uniforms).
- Express consent is needed from parents to comply with data protection legislation, which is being enhanced under GDPR and the Data Protection Bill. Sharing could otherwise potentially incur fines for contravention of data protection rules.
- Some families may object for religious or cultural reasons, or simply for reasons of personal privacy.
- We encourage young people at our school to think about their online reputation and digital footprint: online photos and videos do not simply disappear when we delete them from our accounts. Help us be good adult role models by not oversharing (or providing embarrassment in later life).

Where possible, we will take appropriate staged group shots of pupils whose parents/carers have given appropriate photographic permissions and make these available to you. Equally, and again wherever possible, we will ensure there is time for parents to take photographs of their own children for example by approaching the stage after a performance. The same provisos apply here as stated above.

If you are at all unsure as to whether you are allowed to take photos/videos, please check with a member of staff before using your camera.

Thank you for your support and co-operation.